

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee Name]
[Institution/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Scholarship Committee/Specific Person's Name],
I hope this letter finds you well. I am writing to formally appeal for the reconsideration of my application for the [Name of Scholarship] for the academic year [Year].

Due to [briefly explain your circumstances or reason for appeal, e.g., unforeseen personal challenges, academic performance issues, etc.], my application did not fully reflect my potential and dedication to academic excellence. I believe my situation impacted my eligibility for the scholarship.

I am currently [describe your current academic standing, involvement in community service, or other relevant activities]. I am committed to [explain your goals related to your field of study or career].

I kindly ask for the opportunity to further discuss my situation and how I can demonstrate my commitment to both my education and the values of the [Name of Scholarship]. Thank you for considering my appeal.

Sincerely,

[Your Name]
[Your Student ID (if applicable)]