

[Your Name]  
[Your Student Number]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

NSFAS Appeals Office

[NSFAS Address]  
[City, State, Zip Code]

Dear NSFAS Appeals Committee,

Subject: Academic Appeal for NSFAS Funding

I hope this letter finds you well. I am writing to formally appeal the decision regarding my NSFAS funding for the [academic year/specific semester].

My student number is [Your Student Number], and I am currently registered at [Your Institution] for the [Name of Qualification/Program].

Unfortunately, my funding was denied due to [briefly explain the reason for denial].

I understand the importance of fulfilling academic requirements, and I would like to provide context for my situation. [Provide a brief explanation of any extenuating circumstances that affected your academic performance, such as illness, family issues, etc.]

I believe that with NSFAS support, I can improve my academic standing.

[Mention any steps you have taken to address the issues, such as attending tutorials, seeking academic advice, etc.]

I kindly request that you reconsider your decision and grant me the opportunity to continue my studies with NSFAS support. Attached are documents to support my appeal, including [list any supporting documents, such as medical certificates, academic records, etc.].

Thank you for considering my appeal. I look forward to your favorable response.

Yours sincerely,

[Your Name]  
[Your Student Number]