

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

[Recipient's Name]  
[Recipient's Title]  
[Organization/Institution Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Appeal for OGP Scholarship Decision

I hope this letter finds you well. I am writing to formally appeal the decision regarding my OGP Scholarship application dated [initial application date].

[Paragraph 1: Brief introduction of your situation and the scholarship applied for.]

[Paragraph 2: Explain the reasons for your appeal, including any new information or circumstances that may support your case.]

[Paragraph 3: Express your commitment to your education and how the scholarship would impact your future plans.]

[Paragraph 4: Thank the recipient for considering your appeal and express hope for a positive outcome.]

Sincerely,

[Your Name]

[Your Student ID (if applicable)]