

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

[Date]  
[Recipient's Name]  
[Title]

[Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Appeal for OGP Scholarship Rejection

I hope this message finds you well. I am writing to formally appeal the decision regarding my application for the OGP Scholarship, which I received on [date of rejection notification]. I appreciate the time and effort the committee dedicated to reviewing my application.

I would like to provide additional information that may not have been fully considered in my initial submission. [Briefly explain any new circumstances, achievements, or clarifications that support your application.]

I remain committed to my academic and professional goals and believe the OGP Scholarship plays a vital role in helping me achieve them. I sincerely hope the committee will reconsider my application in light of this new information.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]

[Your Student ID or Application Number] (if applicable)