

[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 Name/Specific Person's Name],
I hope this letter finds you well. I am writing to formally appeal the decision regarding my application for the [Name of Scholarship] scholarship. I deeply appreciate the opportunity to apply and understand the competitive nature of this process.

[Briefly state the reason for your appeal, e.g., unforeseen circumstances, additional supporting documentation, or a misunderstanding regarding your application].

I believe that my situation merits reconsideration due to [provide a brief explanation of your circumstances or any relevant experiences that strengthen your case]. I have also attached [mention any supporting documents] that I believe will further clarify my situation.

I am truly passionate about [mention your field of study or goals], and receiving this scholarship would be instrumental in helping me achieve my academic and career objectives.

Thank you for your time and consideration of my appeal. I would be grateful for the opportunity to discuss this matter further.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]