

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

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

Dear [Recipient's Name],

I am writing to formally appeal the decision regarding my application for [specific RKC program or position] submitted on [date of application]. I appreciate the time and effort involved in reviewing my application, but I respectfully request a reconsideration based on the following reasons:

1. \*\*[Reason 1 - briefly describe the reason with supporting details]\*\*
2. \*\*[Reason 2 - briefly describe the reason with supporting details]\*\*
3. \*\*[Reason 3 - briefly describe the reason with supporting details]\*\*

I believe that these factors warrant further consideration of my application. I am truly passionate about [related field or program], and I am committed to contributing positively to [mention the specific goals or values of the RKC program or position].

Thank you for your attention to this matter. I hope to discuss my appeal further and am eager to provide any additional information if required.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]