

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Tuition Waiver Committee]
[University/College Name]
[Office of Financial Aid or Relevant Department]
[Institution Address]
[City, State, Zip Code]

Dear Tuition Waiver Committee,

I hope this letter finds you well. My name is [Your Name], and I am currently a [Your Year, e.g., sophomore] studying [Your Major] at [University/College Name]. I am writing to formally appeal for the reinstatement of my tuition waiver that I believe is crucial for my ability to continue my education.

I have faced [briefly explain your circumstances, e.g., financial hardships, medical issues, family emergencies] that have impacted my financial situation significantly. [Provide any necessary details or context that will help your case without overwhelming the reader, e.g., "Due to my family's recent financial crisis, I am unable to cover my tuition fees."]

I have always been committed to my academic success and have maintained a [Your GPA] GPA while participating in [any relevant extracurricular activities, part-time work, or community service]. Despite these challenges, I am determined to continue my education and work hard to achieve my goals.

I am respectfully requesting that you reconsider my application for the tuition waiver based on my circumstances. I am willing to provide any additional information or documentation that may assist in your decision. Thank you for considering my appeal. I greatly appreciate your time and understanding. I look forward to your positive response.

Sincerely,

[Your Name]

[Student ID Number (if applicable)]