

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee's Name]
[University/College Name]
[Office of Financial Aid/Scholarship Office]
[University Address]
[City, State, Zip Code]

Dear [Scholarship Committee's Name],

I hope this letter finds you well. I am writing to formally appeal the decision regarding my [specific scholarship name] scholarship award for the [academic year/term]. I am grateful for the committee's consideration and would like to provide additional information regarding my circumstances that may not have been fully captured in my original application.

[Explain your situation, including any changes in financial circumstances, personal challenges, academic achievements, or other relevant information. Be specific and sincere.]

I have taken several steps to improve my academic performance and financial situation, including [mention any relevant changes, such as tutoring, additional coursework, part-time work, etc.]. I am committed to my education and am determined to succeed at [University/College Name]. I kindly request that the committee reconsider my application based on this new information. Receiving this scholarship would significantly impact my ability to continue my studies and achieve my academic goals. Thank you for your time and understanding. I appreciate the opportunity to present my appeal and look forward to your response.

Sincerely,

[Your Name]

[Your Student ID Number (if applicable)]