

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

Office of Admissions
University of Illinois at Chicago
1200 W Harrison St
Chicago, IL 60607

Dear Admissions Committee,

I hope this message finds you well. I am writing to formally appeal the decision regarding my application for admission to the University of Illinois at Chicago for the [specific term, e.g., Fall 2024] semester. I am sincerely grateful for the opportunity to apply and appreciate the time and consideration given to my application.

While I respect the committee's decision, I believe there are compelling factors that warrant a reconsideration of my application. [Briefly explain any extenuating circumstances or new information that may support your case, such as a significant improvement in grades, new test scores, or personal challenges that affected your application.]

I have attached [any relevant documents, such as updated transcripts, recommendation letters, or personal statements] that I believe will provide further insight into my situation. I am truly passionate about [specific program or reason for wanting to attend UIC] and am committed to contributing positively to the UIC community.

Thank you for taking the time to review my appeal. I appreciate your consideration and hope for the possibility of discussing this matter further. I look forward to your response.

Sincerely,

[Your Name]
[Your UIC Student ID (if applicable)]