

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
Admissions Office
University of Queensland
[University Address]
[City, State, Zip Code]
Dear Admissions Committee,
Subject: Admission Appeal for [Program Name]

1. **Introduction**
 - State the purpose of the letter
 - Mention your original application details (e.g., program, date of application)
2. **Reason for Appeal**
 - Clearly state why you are appealing the admission decision
 - Describe any extenuating circumstances or additional information that supports your case
3. **Supporting Evidence**
 - Provide specific evidence or documentation (e.g., transcripts, letters of recommendation, personal statements) that supports your appeal
 - Highlight any achievements or experiences that were not included in the original application
4. **Conclusion**
 - Express your continued interest in the program at UQ
 - Thank the committee for considering your appeal
 - Include a statement expressing hope for a favorable response

Sincerely,
[Your Name]
[Your Student ID (if applicable)]