

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

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

Dear [Recipient Name],

Subject: Appeal for WQE Decision

I hope this letter finds you well. I am writing to formally appeal the decision regarding my recent WQE results, reference number [Your Reference Number], dated [Date of Decision].

Upon receiving the results, I reviewed the feedback provided and I believe there are grounds for reconsideration based on [briefly explain your reasons, e.g., errors in assessment, misunderstanding of criteria, etc.].

[Add more details supporting your appeal, including any relevant evidence or documentation.]

I kindly request a reevaluation of my case and I am more than willing to provide any additional information you may require. Thank you for considering my appeal.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]