

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Scholarship Committee's Name]
[Organization/Institution Name]
[Address]
[City, State, Zip Code]

Dear [Scholarship Committee's Name or "Members of the Scholarship Committee"],

Subject: Appeal for [Scholarship Name]

I hope this letter finds you well. I am writing to formally appeal the decision regarding my scholarship application for [Scholarship Name], which I submitted on [Submission Date]. I appreciate the time and effort the committee dedicates to reviewing each application.

[In this paragraph, briefly explain the reason for the scholarship decision and why you believe it should be reconsidered. Include specific details about your circumstances or achievements that were not fully represented in your original application.]

[In the next paragraph, provide additional supporting information, such as changes in your financial situation, recent accomplishments, or challenges you have faced that may impact your ability to fund your education.]

I am committed to my academic and career goals in [Your Field/Area of Study] and believe that this scholarship would significantly alleviate my financial burden. I assure the committee of my dedication and the responsible use of the funds should my appeal be granted.

Thank you for considering my appeal. I am more than willing to provide any additional information or documentation you may require. I look forward to the possibility of discussing my situation further.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Student ID (if applicable)]
[Your Program/Major]