

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

Financial Aid Office  
University Name  
University Address  
City, State, Zip Code

Dear Financial Aid Officer,

I hope this letter finds you well. I am writing to formally appeal my financial aid decision due to an unexpected bereavement that significantly impacted my financial situation and academic performance.

On [date of bereavement], my [relationship to deceased, e.g., father, mother, etc.] passed away. This loss has not only taken an emotional toll on me but has also affected my family's financial stability, as we are now facing unforeseen expenses related to [funeral costs, medical bills, etc.]. As a result, my ability to pay for my education has become increasingly difficult.

Due to this emotional distress and financial burden, my academic performance during the [specific term or semester] was negatively affected. I have been working hard to maintain a good GPA and am committed to my studies, but the circumstances surrounding my loss have impacted my focus and ability to perform to the best of my abilities.

Given these circumstances, I respectfully request a reevaluation of my financial aid application. I believe that, with the necessary financial support, I can continue my education and achieve my academic goals.

Thank you for considering my appeal. I am willing to provide any additional documentation you may require and would be grateful for any assistance available during this challenging time.

Sincerely,  
Your Name  
Student ID Number