

Enrollment Exception Appeal

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

Office of Admissions
[School/University Name]
[School Address]
[City, State, Zip Code]

Dear Admissions Committee,

I am writing to formally appeal for an exception to the enrollment requirements for the [specific program or course name]. I understand that I currently do not meet all the stated criteria for enrollment; however, I believe that my unique circumstances warrant your consideration.

Due to [briefly explain your situation, such as personal circumstances, academic challenges, etc.], I kindly request that you review my case. I have demonstrated my commitment to [relevant achievements or qualifications] and am eager to contribute positively to the [program/community].

Thank you for considering my appeal. I appreciate your understanding and look forward to the possibility of joining [School/University Name].

Sincerely,
[Your Name]