

Admission Appeal Letter

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

Admissions Office
University/Program Name
University Address
City, State, Zip Code

Dear Admissions Committee,

I hope this letter finds you well. I am writing to formally appeal the decision regarding my application for the [Program Name] online program at [University Name]. I appreciate the time and effort put into reviewing my application and understand that the selection process is highly competitive.

After receiving the admissions decision, I took time to reflect on my application materials and the factors that may have influenced your decision. [Briefly explain any additional information, change in circumstances, or improvements that qualify you for admission.]

I am passionate about [briefly explain your interest in the program and how it aligns with your career goals]. I believe that my unique experiences and qualifications can contribute positively to the program and my peers.

Thank you for considering my appeal. I would be grateful for the opportunity to discuss my application further and provide any additional information that may assist in the reconsideration of my candidacy.

Thank you for your time and understanding.

Sincerely,
[Your Name]