

Inquiry About Examination Results

Date: [Insert Date]

To: [Examination Board/Institution Name]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Recipient's Name or Examination Board],

I hope this message finds you well. I am writing to formally inquire about the interpretation of my recent examination results dated [insert exam date], specifically regarding [insert subject/exam name].

Upon reviewing the results, I found myself uncertain about the [mention specific areas of concern or confusion, e.g., grading criteria, marks awarded, etc.]. I value the feedback and insights provided, but I would greatly appreciate it if you could clarify [insert specific questions or points of ambiguity].

Understanding these results is crucial for my academic progress, and I am eager to ensure that I am interpreting them correctly. I kindly request any available information or guidance you can provide regarding this matter.

Thank you for your attention to this issue. I look forward to your prompt response.

Sincerely,

[Your Name]