

Petition for Tuition Reduction

Date: [Insert Date]

To: [Appropriate Authority's Name]

[University's Name]

[University's Address]

Dear [Appropriate Authority's Name],

I hope this message finds you well. I am writing to formally request a review of my tuition costs for the graduate program in [Your Program Name] at [University's Name]. Due to [briefly explain your situation, e.g., financial hardship, loss of job, increased living expenses], I am seeking a reduction in my tuition fees for the upcoming semester.

As a dedicated student, I have consistently strived to excel in my studies, maintaining a [Your GPA] GPA while actively participating in [mention relevant extracurricular activities, research projects, or work experiences]. However, the current financial burden has become increasingly challenging for me.

I believe that a reduction in my tuition would greatly alleviate my stress and allow me to focus more on my academic pursuits and contributions to the university community.

I would greatly appreciate your consideration of this request and am open to providing any additional information or documentation that may be required. Thank you for your understanding.

Sincerely,

[Your Name]

[Your Student ID]

[Your Email Address]

[Your Phone Number]