

# Request for Financial Relief

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[University/Organization Name]

[University Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request financial relief for my graduate application expenses. As a dedicated applicant seeking to further my education in [Field of Study], I am committed to making my aspirations a reality. However, due to [briefly explain your financial situation], I am currently facing financial constraints.

Given these circumstances, I kindly request your consideration for financial assistance to help cover my application fees and related costs. I believe that with this support, I will be able to contribute significantly to [University/Organization Name] and thrive in my chosen field.

I appreciate your time and consideration of my request. I look forward to your positive response.

Sincerely,

[Your Name]