

Request for Reevaluation of Graduate School Application

Date: [Insert Date]

[Admission Office Name]

[Graduate School Name]

[School Address]

[City, State, Zip Code]

Dear [Admission Committee/ Specific Person's Name],

I hope this message finds you well. I am writing to formally request a reevaluation of my application for the [specific program name] at [Graduate School Name], submitted for the [term/year] intake.

Despite my application being unsuccessful, I remain deeply interested in the program and believe that my experiences and qualifications merit a second look. [Briefly explain any new information, accomplishments, or circumstances that may strengthen your application, e.g., new degree, improved test scores, relevant work experience, etc.].

I respectfully ask that you reconsider my application, taking into account this new information. [You may include any other reasons why you believe you would be a good fit for the program].

Thank you very much for your time and consideration. I hope to hear from you soon.

Sincerely,

[Your Full Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]