

Student Appeal Letter

Date: [Insert Date]

[Your Name]

[Your Address] [City, State, Zip Code]

Email: [Your Email] Phone: [Your Phone Number]

Office of Academic Affairs [University Name] [University Address] [City, State, Zip Code]

Subject: Appeal Against Academic Dismissal

Dear Members of the Academic Appeals Committee,

I hope this letter finds you well. I am writing to formally appeal the committee's decision regarding my academic dismissal from [University Name] for the [Insert term/year]. My student ID is [Your Student ID].

I acknowledge the reasons cited for my dismissal, which stem from my academic performance during the past semester. However, I believe that my situation warrants reconsideration due to [briefly state personal circumstances, such as health issues, family emergencies, or any other extenuating circumstances].

Despite these challenges, I have taken steps to address the issues that contributed to my academic performance, including [mention any actions taken, such as tutoring, counseling, or academic workshops]. I am committed to improving my grades and overall academic standing.

I kindly request that you review my case and consider allowing me the opportunity to continue my studies at [University Name]. I truly value my education and am determined to demonstrate my capability to succeed.

Thank you for your time and consideration. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Student ID]