

Letter of Appeal for Graduate School Application

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Admissions Committee

Graduate School Name

School Address

City, State, Zip Code

Dear Members of the Admissions Committee,

I hope this letter finds you well. I am writing to formally appeal the decision regarding my application to the [Program Name] at [Graduate School Name]. I appreciate the time and effort that the committee puts into reviewing each application, and while I respect your decision, I would like to provide additional information that may be pertinent to my candidacy.

Firstly, I acknowledge that my academic performance may not have fully reflected my potential due to [briefly explain any mitigating circumstances, such as health issues, personal challenges, etc.]. I believe that these circumstances impacted my grades during [specific time period]. Since then, I have taken proactive steps to address these challenges, including [mention any relevant actions taken, such as improved grades, additional coursework, or relevant experiences].

Furthermore, I have gained valuable experience in [mention any relevant work, volunteer experience, internships, etc.], which has not only enhanced my skills but also reaffirmed my commitment to pursuing graduate studies in this field. I believe this experience complements the qualities that your program seeks in candidates.

I truly believe that my passion, work ethic, and unique perspective would make me a valuable addition to your program. I would be grateful for the opportunity to discuss my application further and provide any additional information that would support my appeal.

Thank you for considering my request. I look forward to the possibility of contributing to [Graduate School Name] and learning from your esteemed faculty and peers.

Warm regards,

Your Name