

Appeal for College Admission Decision

Date: [Insert Date]

Office of Admissions

[College/University Name]

[College/University Address]

Dear Admissions Committee,

I hope this message finds you well. I am writing to formally appeal my recent admission decision based on extenuating circumstances that significantly impacted my academic performance.

Throughout my high school career, I have been diligently pursuing my education and striving to maintain a strong GPA. Unfortunately, during [specific time period], I faced [brief description of extenuating circumstance, e.g., a family medical emergency, personal health issues, etc.]. This situation greatly hindered my ability to concentrate and perform to the best of my potential on my academic work.

I believe that my previous achievements, including [mention any relevant accomplishments, awards, or extracurricular activities], reflect my dedication and capability as a student. I am fully committed to my education, and I respectfully ask you to reconsider my application in light of these circumstances.

Thank you for your time and understanding. I respectfully request the opportunity to discuss my situation further. I am hopeful for a second chance and look forward to the possibility of contributing to the dynamic community at [College/University Name].

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]