

Conditional Admission Appeal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Admissions Office]

[University Name]

[University 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 conditional admission decision issued on [date] regarding my application for the [specific program] at [University Name]. I appreciate the committee's consideration and would like to provide further context regarding my application.

While I understand the reasoning behind the conditional terms, I believe that [explain reason for appeal, include any new information or mitigating circumstances]. This situation has significantly impacted my academic performance, and I am committed to demonstrating my potential for success in your program.

I am invested in [University Name] and truly believe that I would be a valuable addition to your community. To further support my appeal, I have included [mention any additional documents, such as recommendations, updated transcripts, etc.].

I respectfully request that the committee reconsider my admission status based on this information. Thank you for your time and understanding. I look forward to the possibility of contributing to [University Name].

Sincerely,

[Your Name]