

Financial Aid Office

[Date]

[Student's Name]

[Student's Address]

[City, State, Zip Code]

Dear [Student's Name],

We hope this message finds you well. We appreciate your application for financial support for the [Academic Year/Semester]. After a thorough review of your application and supporting documentation, we regret to inform you that we are unable to provide financial assistance at this time.

This decision was made based on [brief reason for denial, e.g., exceeding income limits, incomplete application, etc.]. We understand that this news may be disappointing, and we encourage you to explore other financial aid options that may be available to you.

If you believe there has been a mistake or if you have additional information to provide, please do not hesitate to contact our office. We are here to help you navigate through the financial aid process.

Thank you for your understanding, and we wish you the best in your academic pursuits.

Sincerely,

[Your Name]

[Your Title]

[Financial Aid Office Contact Information]