

Letter of Appeal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Title/Position]

[School/University Name]

[Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally appeal the disciplinary action taken against me regarding the harassment allegations made on [Date of Incident]. I respectfully request that you reconsider the decision made by the disciplinary committee.

I believe that the decision was made based on incomplete or misunderstood information, and I would like to present my side of the story. [Briefly explain your perspective on the situation and any supporting evidence you have].

Furthermore, I respectfully ask for the opportunity to meet with the disciplinary committee to clarify any misunderstandings and provide additional context regarding this matter.

Thank you for considering my appeal. I look forward to your response.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]