

Appeal Letter for Grade Reconsideration

Subject: Request for Grade Review

Dear [Instructor's Name],

I hope this message finds you well.

I am writing to formally appeal the grade I received for [Course/Subject]. After reviewing my performance and the grading rubric, I believe there may have been an oversight.

I kindly request that you review my assignment/exam once more and consider any possibility of adjustment.

Thank you for your time and understanding.

Sincerely,

[Your Name]

[Student ID]

[Course Name]

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