

Appeal Letter for Disciplinary Action

Subject: Appeal Against Disciplinary Decision

Dear [Principal/Dean's Name],

I am writing to respectfully appeal the disciplinary action taken against me on [Date]. I understand the concerns raised but would like to provide context and additional information regarding the incident.

I request a reconsideration of the decision and am willing to discuss the matter further.

Thank you for your attention and consideration.

Sincerely,

[Your Name]

[Student ID]

[School/College Name]

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