

Reconsideration Letter for Admission

Tanya Haden
House no 78
FGT Road
New York

Date:-

Subject: In reference to my application for admission in your institute

Dear Sir or Madam,

This is in reference to your letter dated 15thSept to inform me that my request for admission in your institute has been rejected due to the below reason:

1. Late admission.
2. Percentage problem.

I humbly request you to reconsider my request for admission. With due request, I want to state that I have some points to support my application:

1. My father had a midterm transfer, so I had to shift with my family in the mid of my course.
2. I have the desired percentage in the first semester.

I would therefore humbly request you to reconsider y application on behave of the reasons I provided. I will, however, respect your decision.

I am looking forward to a positive reply

Best regards,

Tanya Haden