

Subject: Appeal for Grade Review

Dear [Professor's Name],

I hope this message finds you well. I am writing to formally appeal the grade I received in [Course Name] for the [specific assignment/exam] completed on [date]. I truly appreciate the time and effort you dedicate to providing fair evaluations, and I sincerely respect your expertise and judgment. However, I am concerned that my performance might not have been accurately represented by the grade assigned.

After reviewing the feedback and comparing it to the grading rubric, I noticed certain aspects of my work which I believe met the criteria for a higher grade. For instance, [provide specific examples or sections where the work met or exceeded expectations]. I have also compared my assignment with similar works and found discrepancies that may indicate an inconsistency in grading.

I understand the process and the workload involved in ensuring academic integrity and fairness, which is why I approach this matter with utmost respect and professionalism. I kindly request a reconsideration of my grade or an opportunity to discuss this matter further. I am committed to understanding any errors and improving my academic performance.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Full Name]

[Your Student ID]

[Course Name and Section]