

Sample Appeals Letter

Address

Date

Departmental Graduate Appeals Committee
English Department
Campus

Re: Petition for approval of Russian to fulfill the foreign language fluency requirement for the Ph.D. in English

Dear Professors:

I request to be allowed to substitute Russian for the French, German, or Spanish fluency requirement for the Ph.D. in English for the following reasons:

1. My dissertation will involve a study of the influence of Russian writers (particularly Anton Chekhov and Ivan Turgenev) on the American writer Ernest J. Gaines. Gaines has acknowledged admiration for and indebtedness to these writers, especially in their portrayals of the serfs and their relationship to the land. So far, however, there has been no study of how this influence is evident in Gaines's fiction.
2. A thorough knowledge of Russian would enable me to study both primary and secondary sources involving Turgenev, Chekhov, and other Russian writers--by whom Gaines claims to have been influenced--and to better understand parallels between Gaines and these Russian writers.

For these reasons, I hope that you will allow this substitution in the foreign language requirement for the Ph.D. Thank you for considering this request.

Sincerely,

Hopeful Student