

Ms. Maya Simons
15, Yoke Street, Roosevelt Island,
New York, 10044.

Date: 13th March 2022

To,
Mr. Hopkins,
Dean of St. John's University,
New York, 10001

Subject: Request For Financial Aid For Education

Respected Sir,

I, Maya Simons, an undergraduate student of the School Of Law at St. John's University, am writing to you regarding my current financial condition and inability to continue my academic career due to lack of funds. Earlier, I used to get \$2,500 from the agency I used to work part-time for. Now that I have left my job, that incentive is also lost, and to add to my misery, my mother recently suffered from a pulmonary disease that had to be treated urgently. Fortunately, my mother has recovered from the trauma, but we are left with nothing. I can no longer fund my studies as I have my siblings and their education.

I could not apply for any student loan either, as I had no source of paying the amount back. Also, I believe it is too late to apply for the same. I thought of contacting the university's financial assistance office, but for some reason, they refused to assist me with the fees for this semester. I will continue seeking financial assistance through grants, scholarships, and other assistance programs for the upcoming year, but I plead with you to help me once I continue my studies.

All the required documents necessary to verify my financial status are currently attached. I have also included a copy of the verification letter of the financial aid I received from the university and the letter stating the financial assistance office's inability to assist me this time. Thank you for taking time out of your busy schedule to heed my plea.

I look forward to receiving a positive reply from your side.

Sincerely,

Ms. Maya Simons

(Your Signature)