**SAMPLE APPEAL**

**From:** joe.average(at)gmail.com  
**To:** admissions(at)helsinki.fi  
**Subject:** Request for rectification: master’s programme application round, Master’s Programme in Economics

**Appeal**

**Name of the appellant:** Joe Average

**Contact details of the appellant:** (email: [joe.average@gmail.com](mailto:joe.average@gmail.com), tel: +358 40 123 4567, address: Tietotie 1, 00100 Helsinki)

**Application number:** 0001020123

**Application option:** Master’s programme application round: Master’s Programme in Economics (Study Track: General)

**Appealed decision**

I am appealing against a decision by the University of Helsinki regarding my application to the Master’s Programme in Economics in spring 2018.

In the grounds for rejection, my prior studies were deemed insufficiently applicable to the Master’s Programme in Economics.

**Requested rectification**

I am requesting a re-review by the University of Helsinki of the applicability of my prior studies, as regards the required studies in mathematics.

**Grounds for the appeal**

The admission criteria include the following requirement: “studies in mathematics and statistics to the extent that they provide sufficient knowledge and skills for Master’s studies”.

I have already completed the following studies in mathematics:

Introduction to University Mathematics, 5 cr

Limits, 5 cr

Differential Calculus, 5 cr

Integral Calculus, 5 cr

Series, 5 cr

Total: 25 cr

I believe that my prior degree and the above basic studies in mathematics completed at the Open University have provided me with sufficient knowledge and skills to pursue studies in the Master’s Programme in Economics, and that, for the section on the applicability of prior studies, I should be awarded at least six points and not four.