

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Visa Office/Immigration Office Name]
[Office Address]
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Request for Student Visa Extension for Academic Reasons

I hope this letter finds you well. My name is [Your Name], and I am currently a student at [University/College Name], enrolled in the [Program Name] program. My student visa is set to expire on [Expiration Date], and I am writing to formally request an extension of my visa for academic reasons.

Due to [briefly explain the reasons, e.g., unforeseen circumstances, academic challenges], I require additional time to complete my degree requirements. I am committed to my studies and have maintained a full course load, achieving [mention any relevant academic achievements].

I kindly request an extension of my student visa until [Proposed New Expiration Date], which I believe will allow me sufficient time to fulfill my academic obligations and complete my program successfully.

Thank you for considering my request. I am hopeful for your understanding and support. Please find attached any relevant documents that may help in the review of my application.

Sincerely,
[Your Name]
[Student ID Number]