

Embassy Visa Extension Request

Date: [Insert Date]

To
The Consulate General
[Embassy Name]
[Embassy Address]
[City, State, Zip Code]

Subject: Request for Visa Extension

Dear Sir/Madam,

I hope this message finds you well. I am writing to formally request an extension of my student visa, which is due to expire on [Insert Expiration Date]. My name is [Your Full Name], and I am currently enrolled at [University Name], studying [Your Course/Program].

Due to [briefly explain reason for extension, e.g., "the need to complete additional coursework," "a change in my study plan," etc.], I kindly request an extension of my visa until [Insert Desired Extension Date]. I have attached all necessary documents including [list relevant documents, e.g., "proof of enrollment," "financial statements," etc.] for your consideration.

Thank you for considering my application. I appreciate your time and assistance. I look forward to your positive response.

Sincerely,
[Your Full Name]
[Your Contact Information]
[Your Student ID Number]