

# Letter for Visa Extension Request

Date: [Insert Date]

To,

The Consular Officer,  
[Embassy Name],  
[Embassy Address],  
[City, State, Zip Code]

Subject: Request for Visa Extension for Research Purposes

Dear Sir/Madam,

I am writing to formally request an extension of my visa, which is set to expire on [Insert Expiry Date]. I am currently pursuing research in [Specify Research Field] at [Institution/Organization Name] and require additional time to complete my study.

My research involves [Briefly Describe Research Scope]. I believe that the work I am conducting is significant for [Explain Importance or Goals of Research].

I kindly request an extension for an additional [Number of Months] months to ensure the successful completion of my research project. I have attached all relevant documents including a letter from my supervising professor, proof of funding, and my research proposal for your reference.

Thank you for considering my application. I look forward to your positive response.

Sincerely,  
[Your Full Name]  
[Your Current Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]