

# Request for Critical Academic Support

Date: [Insert Date]

To Whom It May Concern,

I hope this letter finds you well. My name is [Your Name], and I am a [Your Grade/Year, e.g., sophomore, graduate] at [Your School/University]. I am writing to formally request additional academic support due to [briefly explain your critical academic need, e.g., personal circumstances, learning disabilities, etc.].

This situation has significantly impacted my ability to perform in my studies, specifically in [mention specific subjects or areas affected]. I believe that with the right resources and assistance, I can improve my academic performance and continue to pursue my goals.

I am specifically seeking [mention the type of support needed, such as tutoring, counseling, or accommodations]. I am confident that with this support, I can overcome the challenges I am currently facing.

Thank you for considering my request. I appreciate your understanding and support. I look forward to discussing this matter further.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Address]