

Request for Holiday Homework Extension

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Teacher's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Teacher's Name],

I hope this message finds you well. I am writing to formally request an extension for the holiday homework assigned in [specific subject/class]. Due to [briefly explain your reason, e.g., personal circumstances, illness, family obligations], I am unable to complete the assignments by the original deadline of [original deadline date].

I am committed to maintaining my academic responsibilities, and I would appreciate any additional time you could grant me to complete the homework to the best of my ability. If possible, I kindly request an extension until [proposed new deadline].

Thank you for considering my request. I look forward to your understanding and support.

Sincerely,

[Your Name]

[Your Class/Grade]