

Subject: Request for Homework Extension

Dear [Instructor's Name],

I hope this message finds you well. I am writing to kindly request an extension on the [specific assignment name] that is due on [original due date]. Due to [brief explanation of the reason, e.g., personal circumstances, illness, etc.], I am unable to complete it by the original deadline.

I would greatly appreciate any consideration you could provide and am hopeful to have an extension until [proposed new due date]. Thank you for your understanding.

Sincerely,

[Your Name]

[Your Class/Section]

[Your Contact Information]