

I am writing this letter to request some relief on attendance and the postponement of the lab exam. Our team is planning to participate in a hackathon, and we need some extra time to prepare for the event.

As you are aware, hackathons require a significant amount of preparation and dedication to produce quality work. Our team is working hard to come up with an innovative project that can make a difference, but the preparation for the hackathon is taking a toll on our attendance in the regular classes.

We understand that attendance is mandatory, but we request you to consider our situation and give us some relief in terms of attendance. We promise to cover up the missed work as soon as possible.

Additionally, we request you to postpone the lab exam, as it is clashing with the hackathon schedule. The hackathon is a valuable opportunity for us to gain experience and network with industry professionals. Therefore, we want to put our best foot forward and showcase our potential in the event.

We hope that you will consider our request and grant us the necessary relief on attendance and the postponement of the lab exam. We assure you that we will make up for the missed work and catch up with the syllabus as soon as the event is over.

Thank you for your time and consideration.