

Write an email to your professor asking him/her to extend the deadline of your assignment.

To: professor@tbc.edu.np

From: panika22@tbc.edu.np

Subject: Regarding the extension of my assignment's deadline

Respected Sir, Ma'am,

I am writing this email to let you know about my health issue. I have suffered from Dengue and my condition is not normal.

High fever and continuous vomiting have made my body very weak. Due to this, I am not able to complete my assignment and submit it. I kindly apologize to you for my delay. Furthermore, I request you to extend the deadline of my assignment. I hope you will understand my situation.

Looking forward to hearing from you positively.

Thank you!

Sincerely,

Anika Poudel

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