Application Writing for College

Aman Verma

Computer Science, Year 2

Student ID: 105678

Delhi University

New Delhi

October 18, 2024

To,

Professor Anil Kumar,

Department of Computer Science,

Delhi University,

New Delhi

Subject: Request for Extension of Deadline for Database Systems Project

Respected Professor Kumar,

I hope this letter finds you in good health. I am writing to request a brief extension on the deadline for our Database Systems project, originally due on October 25, 2024. Unfortunately, I have been unwell with the flu since last week, which has hindered my ability to complete the project by the upcoming deadline.

Despite my best efforts to keep up with coursework, my recovery has been slower than anticipated, and I have been unable to work at my usual pace. I believe that a few additional days would allow me to conduct thorough research and contribute a project that meets both the course's standards and my personal expectations.

I am requesting an extension until October 30, 2024. I have already discussed this matter with my project teammates, and they have agreed to this timeline as it also allows us to better coordinate our contributions post my recovery.

I appreciate your understanding and consideration of my request. I am committed to maintaining my performance in your class and am eager to complete this project to the best of my ability.

Thank you for considering my circumstances. Please let me know if I can provide any further information or documentation to support my request.

Yours sincerely,

(Signature)

Aman Verma

Computer Science, Year 2