**Request for Extension of Late Fee Submission Date**

Dear Sir, Madam,

I am ------------------- (your name) --- semester student at Tbilisi State University, Faculty of Medicine, ------------- (Medicine, Dentistry) program. Personal Number: --------------------

 I would like to request that I have a shortage of funds due to which I will not be able to deposit the university fee on time. But I will manage it in -------- weeks.

I request you to please extend my last fee submission deadline by --- month from (date to date). I assure you that there will be no further delay. I hope you understand and extend the deadline.

Sincerely Yours,

Your Name