



scheduled [Here Students can ADD ANY SPECIFIC REQUEST they HAVE including the ones given below].\*\*\*

Please let me know at your earliest convenience when we may discuss this matter or how I may schedule a meeting with you to discuss it. Thank you in advance for your time and consideration

Sincerely,

[YOUR NAME]

.....  
**Scenarios\*\*\***

Because I wake up at around 4:30 am at the beginning Ramadan and 4:00 am towards the end of Ramadan and stay up until around midnight to offer additional Ramadan-specific prayers, my sleep schedule is significantly impacted. While my body is getting used to of fasting [and caffeine withdrawal] and disrupted sleep hours, I may not appear as active as I normally am. (It takes human body about a week to adjust to caffeine withdrawal and new sleep schedule). However, I will still try my best to actively participate in your class and focus on the subject material. Can I please consult with you later at a time that matches our schedules to clarify concepts that I may still have questions about?

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Since I break my fast at 7:09 pm at the beginning of Ramadan and gradually move to 7:45pm towards the end of Ramadan (subjected to the timing of sunset), I will need to step out of class for about 15minutes to break my fast and offer mandatory prayers. I am worried that I may miss some important class content during that time. Is there a possibility for me to connect with you about content I may have missed during those 12-15 minutes? I will try my best not to disrupt class when I step out and re-enter. Sometimes people feel exhausted after they break a 15-16-hour fast. However, I will try my best to stay focused and engaged in the class after I return.

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