

Subject: Request to Retake the Final Exam

Dear Ms. Lan,

I _____ this email finds you _____. I am _____ to kindly _____ a chance to retake the final exam for your class. During the test, I was not feeling well, which _____ my concentration and performance. I believe the _____ does not reflect my actual ability, and I would really appreciate an opportunity to try again.

I promise to study harder and prepare more carefully if I am allowed to retake the exam. I am truly _____ for the _____ and hope you will _____ my request.

_____ very much for your time and understanding.

Nguyen Minh Anh