

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Judge's Name]
[Courthouse Name]
[Court Address]
[City, State, Zip Code]

Dear [Judge's Name or Jury Coordinator's Name],
I hope this letter finds you well. My name is [Your Name], and I am a student at [Your School/University Name], currently enrolled in [Your Program/Year of Study]. I am writing to formally request a deferral or exemption from my upcoming jury duty scheduled for [Date of Jury Duty] due to my academic commitments.

As a student, I am required to attend classes and complete assignments that coincide with the jury selection process. My [specific class, project, exam, etc.] is particularly crucial during this period, and I am concerned about the impact of missing jury duty on my academic progress. If possible, I would appreciate being rescheduled for a later date. I am more than willing to fulfill my civic duty and participate in the jury process when it does not conflict with my educational obligations. Thank you for considering my request. Please let me know if you require any further information or documentation regarding my situation.

Sincerely,
[Your Name]
[Your Student ID (if applicable)]
[Your School/University Name]