[DATE]

[PRINCIPAL/SUPERINTENDENT]

[SCHOOL NAME]

[ADDRESS CITY, STATE, ZIP CODE]

[EMAIL | PHONE]

RE: 2024 Eid al-Fitr Religious Accommodation Request

Dear [PRINCIPAL/SUPERINTENDENT]:

My name is [name], and I am the [parent/legal guardian] of [student name], grade [number], at [school name]. [Student name] is Muslim, and I am requesting a religious accommodation to allow [student name] **to observe the Islamic holiday, Eid al-Fitr (EED-al-FITTER), which will fall on or around April 10, 2024.**

Eid al-Fitr is an important religious holiday that concludes the holy month of Ramadan for Muslims worldwide. Ramadan is a sacred month for Muslims that is characterized by abstention from food and water from dawn to dusk, as well as increased worship, nightly congregational prayers, and other devotional acts. Muslims consider Ramadan to be a sincere time for individual and communal prayer, religious study, and moral edification and purification.

At Ramadan’s conclusion, Muslims observe Eid al-Fitr during which they engage in communal obligatory prayer, spend time with family, and celebrate according to their unique traditions. It is customary for Muslims to celebrate Eid al-Fitr for three consecutive days. This year, the month of Ramadan will begin on or **around March 10, 2024**, and will end on or around sunset on **April 9, 2024**. Eid al-Fitr is expected to begin on or around **April 10, 2024**. **[[1]](#footnote-1)**

Many school districts across the country work to ensure that Muslim students have access to religious accommodations, as required by federal and state law, during the month of Ramadan, and the following Eid celebration.

As the parent of [student name], I request that [student name] be allowed to observe Ramadan and Eid in accordance with [his/her] beliefs and well-established law. I request that [student name] be given an excused absence on [date] to celebrate Eid al-Fitr with [his/her] family, friends, and community. I request that [student name] be given a reasonable opportunity to make up any missed schoolwork or exams.

Please do not hesitate to contact me to discuss any of the foregoing requests for religious accommodation. I thank you in advance for your consideration and for continuing to promote a safe, supportive, and inclusive school environment. I look forward to hearing from you soon.

Sincerely,

[PARENT/LEGAL GUARDIAN NAME]

[ADDRESS CITY, STATE, ZIP CODE]

[EMAIL | PHONE]

1. These dates for Ramadan and Eid are *projected* calculations based on a lunar calendar. Therefore, the dates may change and your Muslim students may need to observe Ramadan and Eid a day or two earlier or later. Schools and administrators should do their best to accommodate any changes in the dates signified.  [↑](#footnote-ref-1)