**APPLICATION FOR WITHDRAWAL AND RETURN OF ORIGINAL CERTIFICATES**

**To,**  
The Principal,  
Muffakham Jah College of Engineering & Technology,  
Banjara Hills, Hyderabad – 500034.

**Subject:** Request for Withdrawal from B.E. Program and Return of Original Certificates

**Respected Sir/Madam,**

I, **Abdul Kaif**, S/o **Abdul Kaleem**, bearing **Roll Number [1604-23-733-306]**, was admitted into the **B.E.(CSE)** program through lateral entry in the academic year **2024**.

I am writing to inform you that I have been facing **serious health difficulties**, particularly related to a condition of **deviated nasal septum (DNS)**. My condition has significantly worsened due to the challenges of staying away from my native place, including poor routine, improper medications, and lack of adequate care and support. This has severely impacted both my physical health and academic focus.

Upon medical advice and in consultation with my family, I have decided to **withdraw from the course and return to my hometown** to seek treatment and regain health stability.

I therefore request you to kindly initiate the formal process for my **withdrawal from the B.E. program** and to return the **original documents** submitted at the time of admission, including:

1. SSC Certificate
2. Polytechnic Certificates
3. Transfer Certificate
4. Any other original documents held by the institution

I kindly request that no fees or penalties be imposed in light of the genuine medical circumstances. Enclosed herewith is my **medical certificate** to support my claim. I am ready to comply with any further formalities necessary to complete the withdrawal process.

I request your kind consideration and early action in this regard.

**Thanking you,**

**Yours sincerely,**

**Abdul Kaif,**  
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2-2-60/1, Khanapur street, Mandal & District Adilabad,  
17-05-2025.