

[Name:

Semester:

Branch:

College of Engineering Munnar]

Date:

The principal

College of Engineering Munnar

Sir/ma'am,

Subject: Request to conduct classes online.

We the students of _____<class>_____ request you to change the mode of conduction of classes from offline to online due to _____<reason>_____.

We kindly request you to take it into account and do the needful. Waiting for your positive response.

Thanking you

Yours sincerely

Name: