

14 October 2025

To,

The Head of the Department
Department of Computer Science and Engineering (AI & ML)
The National Institute of Engineering
Mysuru

Subject: Request for Attendance Consideration on Medical Grounds

Respected Ma'am/Sir,

I am writing to request attendance consideration for the days I was unable to attend classes due to illness. I had been suffering from **fever, cough, and cold with body pain** for about a week, as diagnosed by **Dr. A. Kumar (M.B.B.S., B.U.)**, who advised **rest and medication**, as mentioned in the attached medical prescription.

I was under medical supervision until **30th September 2025**, after which I was discharged and resumed normal activities. Due to my health condition, I was unable to attend classes and academic activities during that period.

I kindly request you to consider my absence as **medical leave** and grant attendance for the same.

Thank you for your kind understanding and support.

Sincerely,

Anurag

USN: 4NI22CI008

CSE (AI & ML)

The National Institute of Engineering