

Name of student:
Department (course):
Enrollment no:
District:
Contact no:

To,
The Principal,
Government Polytechnic for Girls,
Ahmedabad

Subject: Regarding issue of Bonafide certificate

Respected Sir,

In reference to the subject, I am studying in _____ semester in _____ branch with Enrollment Number: _____. I hereby request you to kindly issue me a bonafide certificate for the purpose of _____.

Thanking you.

Yours faithfully,

Forwarded through HOD

Enclosures:

- i) Copy of GTU Grade history
- ii) Copy of college I-card