To,
The Head of Department,
Information Technology],
Thadomal Sahani College of Engineering.

Subject: Request for Student Email ID for Academic and Professional Use

Respected Sir/Madam,

I am Shreya Shukla, a student of IT, 5th-Sem/TE, bearing roll number 148

I am writing to kindly request the issuance or activation of my institutional student email ID ending with the official college domain for academic and professional purposes. Several educational platforms and software providers such as Amazon, GitHub, JetBrains, Microsoft, and AutoDesk offer exclusive student benefits that require verification through a valid institutional email.

Access to these resources would greatly help in my coursework, project work, certifications, and overall learning experience.

I would be grateful if you could initiate the process or guide me on the required steps to obtain the institutional email ID.

Thank you for your time and support.

Sincerely,
Shreya Shukla
148
IT-TE
8669212403
shreyashukla2004005@gmail.com