**To,**  
The Registrar  
Ferguson College  
Fergusson College Rd, Shivajinagar

Pune, Maharashtra – 411004

**Subject:** Urgent Request for Official Transcript

**Respected Sir/Madam,**

I hope this message finds you well. I am writing to kindly request your assistance in obtaining my official transcript for my Master of Science (M.Sc.) degree in Data Science, which I completed in 2022. My enrollment number is 2010256304, and I was part of the 2021 – 2022 batch.

This request is urgent as I need the transcript to meet a deadline for further studies. I would be deeply grateful if you could process my application on priority. Please let me know if any additional documentation or fees are required, and I will ensure they are arranged without delay.

Thank you for your understanding and support. I sincerely appreciate your help in this matter.

Yours sincerely,

Tanish Nilkanth Sakate

PERM REG. NO: 2010256304

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