

3rd August, 2023

To

Registrar,

Leading University, Sylhet

Subject: Application for allowing to pay seventy percent of semester fees before Mid-Term examination.

Dear Sir,

With due respects, my name is Saurav Biswas, student of 52nd batch of CSE department, beg to say that my family's financial condition is such that paying the fees in two terms is really helpful to us, paying the full fees at once would be financially difficult for us.

Therefore, I want to humbly request you to kindly grant me to pay seventy percent of my semester fees before mid-term examination and oblige thereby. Thank you for your time and consideration.

Sincerely yours,

Saurav Biswas,

ID: 1932020001,

52nd Batch,

Computer Science and Engineering,

Leading University, Sylhet