

Date: 26 June 2025

To

The Project Authority

IsDB-BISEW IT Scholarship Program

4th Floor(E), IDB Bhaban, E/8-A, Dhaka-1207

Subject: Application to reconsider absence record due to missing id card during class.

Dear sir,

I am a student of IsDB-BISEW IT Scholarship Program, Round-66, Batch: WDPF/CCSL-M/66/01, student ID-1289256.

On June 25, 2025, I unintentionally violated the rule requiring students to wear their ID cards during class. Earlier, I had dropped my ID card on the road, so I placed it in my bag to keep it safe. Unfortunately, I forgot to put it back on before entering class. During a visit from the IsDB-BISEW Authority, it was noticed that I was not wearing my ID card.

I sincerely apologise for my mistake and pray for your consideration to release me from being absent for that mishap. I commit to not repeat this kind of incident in future.

Thank you sir.

Sincerely

Afrin Akther Tithe

ID: 1289256

Batch: WDPF/CCSL-M/66/01