Date-14.03.2023   
To,   
Class Teacher,   
Prof K.K. Chhajed Mam,   
P.R. Pote Patil College of Engg & Magnt.

Amravati   
Subject: Leave Application   
Respected Mam,   
I Mr,Utkarsh Santosh Kaje studied in your class 3rd Year , 6th Sem, Sec- B,at CSE Branch.

Most respectfully I beg to say that I and my whole family are goes to the tourist place to visit, due to this, I will not be able to come to college for 2 days.Due to this I was absent on 08.03.2023 & 09.03.2023.

I kindly request you to grant me leave for the days of absence I shall be highly obliged to you!

Thanking You Yours Sincerely   
Utkarsh Kaje.