**UNIVERSITY OF RWANDA**

**COLLEGE OF SCIENCE AND TECHNOLOGY**

**SCHOOL OF ICT**

**DEPT. OF IT**

**Yves BYIRINGIRO**

**Email**: [byives21@gmail.com](mailto:byives21@gmail.com)

**Reg.N**: 217087558

**Date of Birth**: 21st January 2021

28th March 2021

To: **HOD of IT Department**

**Re**: Request for **Year 4** transcript and colored Transcripts for **Year 1** and **Year 3**

Dear Sir,

My name is **Yves** **BYIRINGIRO** with registration number of **217087558.** I am student at University of Rwanda in IT department but joining Year 4 in academic year of 2019. I hereby write to request for my transcript to apply for further education.

I wish to continue my studies at **Maharishi** **University**. The institution has requested the transcript of Year 4 and colored transcripts for Year 1 and Year 3 from my former studies to check my eligibility. I hope to start my studies on September 2021 and the deadline to submit the required documents is very soon. Kindly send the transcripts at your earliest so that I can submit the documents on time.

Please treat this request with urgency.

Thank you in advance.

Yours Truly,

