

Name: Jannat Asif  
Class: 11  
Section: A

## ASSIGNMENT NO: 1

(WEEK 5)

### TOPIC: APPLICATION WRITING

The Principal,  
A.B.C College,  
City X.Y.Z.

SUBJECT: Application for sick leave

Respected Ma'am,

I am a hard-working and intelligent student of your college who is in 11th grade, in pre-medical programme. I am punctual and always get exceptional grades.

Since the start of this week, I have been feeling frail and sick. I went to see a doctor on the weekend with my father and it was revealed that I had a low hemoglobin

level and also a major lung infection. It is not fatal, but a week is required for my proper recovery.

Therefore, I request you to grant me sick leave. All the diagnosis slips and the test results are attached to the application.

I shall be very thankful and grateful to you for this act of kindness.

Yours obediently,

X. Y. Z.

November 14, 2024

(2)

## TOPIC: PAIR OF WORDS

### (i) Eligible, Illegible:

**Eligible:** She is the most eligible and qualified candidate for this job.

**Illegible:** Your illegible writing will make you lose marks in the examination.

### (iii) Famous, Notorious:

**Famous:** Taylor Swift is a very famous and talented singer.

**Notorious:** The science teacher of sixth grade is notorious for his strictness and stern behaviour.

### (iv) Further, Farther:

**Further:** He gave me his books because he has no further use of them.

**Farther:** How much more farther do we have to walk till we reach their house?

### (v) Guilt, Gilt:

**Guilt:** It is better to confess your crimes and sins rather than dying from guilt.

**Gilt:** The necklace she gave you is gilt and not solid.

## (v) Hail, Hale:

**Hail:** The sound of hail bouncing off the roof didn't let me sleep all night.

**Hale:** Despite being almost seventy years old, her grandfather is still hale and hearty.