

**[Your Name]**

[Your Address]

[City, Postal Code]

[Email Address]

[Phone Number]

**Date: [Insert Date]**

The Warden

Asrama [Name of the Asrama]

[Institution/Organization Name]

[Address of the Asrama]

[City, Postal Code]

Dear Sir/Madam,

**Re: Permission to Stay in Asrama**

I hope this letter finds you well. I am writing to formally request permission to stay in the asrama from [start date] to [end date] for the upcoming academic semester/year.

As a student of [your institution], currently enrolled in [your program] in [current semester/year], I believe staying in the asrama will provide me with the necessary environment to focus on my studies and participate actively in campus activities.

I kindly request your approval to stay at the asrama during this period. Please find attached the necessary documents, including my student ID, proof of enrollment, and any other required information for your consideration.

I would be grateful for your positive response and am willing to comply with all the rules and regulations set by the asrama management.

Thank you for considering my request. I look forward to your response.

Yours sincerely,

[Your Name]

[Your Student ID]