To

The Dean Academics

The LNM Institute of Information Technology

Jaipur (Rajasthan)

May 5, 2014

**Subject:** Request to allow late enrolment for the 1st semester 2014-2015.

Respected Ma’am,

I am pleased to inform you that I have been selected for a 2 months internship at International Institute of Information Technology, Hyderabad for the role of **‘Summer Research Intern’**.

As you may be aware that IIIT-H is a world renowned research organization and this research internship will help me in enhancing my research aptitude and technical skill-set. The internship will start from **May 12, 2014** and will carry till **July 18, 2014**.

I will be very grateful to you if you can allow me to do my enrolment by **July 20, 2014** for the 1st semester 2014-2015 commencing from July 14, 2014.

Thanking You

Yours Faithfully

Ashish Agarwal

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