

To  
The Director of Student Welfare,  
Khulna University of Engineering & Technology (KUET)

Subject: Request for Permission to Open an Electronics and Robotics Materials Store in SWC

Respected Sir,

With due respect, we, Masrafi Alam Toufique a student of the Department of Industrial Engineering and Management, and Abdullah Al Jabir, a student of the Department of Mechanical Engineering, would like to seek your kind permission to establish a small Electronics and Robotics Materials Store within the Student Welfare Center .

As there are three departmental stores currently operating in the SWC, we would like to request that one of them be allocated for this purpose. The store will provide essential electronic components such as Arduino boards, sensors, motors, jumper wires, and related materials required for students' academic projects and research work. This initiative aims to support KUET students by making these materials easily accessible within the campus, saving both time and effort.

We assure you that the store will be managed responsibly and in full compliance with university rules and regulations. We are also willing to operate under the supervision of a faculty advisor or any authorized body, if required.

We shall be highly obliged if you kindly consider our request and grant us permission to proceed with this initiative.

Sincerely,  
Masrafi Alam Toufique  
Department of Industrial Engineering and Management

Abdullah Al Jabir  
Department of Mechanical Engineering

Khulna University of Engineering & Technology (KUET)