

Deekshith Katari
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9550325513
Date:-

To
The
GITAM University
Visakhapatnam

Subject: Request for Fee Demand Letter for Education Loan Disbursement

Dear Sir/Madam,

I am writing to request a fee demand letter from the university, which is required by the State Bank of India (SBI) for the disbursement of my education loan.

I am currently a final year student in the [Bachelor of Technology in Computer Science] at GITAM University. To support my studies, I have applied for an education loan from SBI. As part of their loan approval process, they have requested a detailed fee demand letter from the university that includes the tuition fees and other associated charges for the current academic year.

Below are my details for your reference:

Name: Deekshith Katari
Roll Number: VUCSEN0101247
Program: CSE
Academic Year: 2023-24

I kindly request you to issue the fee demand letter at the earliest convenience, as it is crucial for the timely processing of my education loan. You can send the document to my email address mentioned above or provide a physical copy at your earliest convenience.

Thank you for your assistance and support. I look forward to your prompt response.

Yours sincerely,

Deekshith Katari