**Name :** Malik Zohaib Zahid

**Program :** BS-Software Engineering

**ID** : 19014065010

**Batch :** 14

**Assignment** : Regarding Application Writing

**Submitted to :** Prof. Abdul Haq

**Write an application to request Manager Academics (Mr. Saifullah Alvi) for registering course which you have mistakenly dropped off on flex.**

April 20,2020.

Mr. Saifullah Alvi

Manager Academics

University OF Management And Technology

Sialkot

Subject : Application for registering course which mistakenly dropped off

Dear Mr. Saifullah Alvi:

I am a student of University OF Management And Technology and would like to apply for registering course which i mistakenly dropped off on flex.

Due to my negligence i have dropped one of my course, which is how that we all received an e-mail from university to check that whether our courses are registered or not, somehow i checked my e-mail after 2 daysin which one of my course is not registered

Kindly it’s my humble request to you that to register my subject so I couldn’t face any hurdle in my semester and I am ashamed of my mistake.

I would appreciate you for viewing my application favourable.

Yours sincerely,

MalikZohaibZahid

19014065010

BS-SE