LETTER

Nuzvid,

Date:07-01-2021.

To,

The Dean Academics,

RGUKT Sklm.

Respected Sir,

This is Ch.Geetha of E1 Cse branch,baring id no:s180402.I want to bring your kind notice that from last one week onwards I am suffering with fever.so I didn’t attend classes today.please grant me leave today(07-01-21).

Thanking You,

Yours Obediently,

Ch.Geetha.