

To

The Registrar,
Sandip University,
Nashik, Maharashtra.

Subject: Request for Extension of Fee Payment Deadline due to pending refund from university.

Respected Sir,

I am Shubham Shankar Gunjal, a student of BSc CS (AI, ML & VR) 2nd year IV Semester, PRN [230105311018]. I am writing to respectfully request an extension for the payment of my academic fees beyond the due date without the late fees.

The reason for this delay is that I have not yet received the refund for my medical expenses from the college, which were incurred due to a honeybee bite incident that happened on the college premises. I had submitted the hospital bills and all necessary documents for the refund, but the amount has not been processed yet. It's been a 1.5 month since this incident happened still, I did not receive the refund.

Due to this, I am currently facing financial constraints and am unable to pay the fees on time. I assure you that I will clear the outstanding amount as soon as I receive the refund from the college.

I kindly request you to consider my situation and allow me some time to make the payment without any late fee penalty. Your support and understanding in this matter would be greatly appreciated.

Thank you for your time and consideration.

Yours sincerely,

Shubham Shankar Gunjal

230105311018

BSc CS (AI, ML & VR)

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Date:18/04/2025.