

To ,  
The Head of the Department,  
Computer Science and Engineering ,  
Government Engineering College, Raipur(C.G)

Subject : Application for Leave and Engaging classes.

Respected Sir,

With due Respect I want to inform you that I Mr/Mrs Rekha Das would like to take leave of 3 days from 2024-01-08 to 2024-01-10 because I have suffering from fever.  
Kindly grant me leave of absense. The Details of class engage is mentioned as follows.

Date	Day	Period	Semester	Branch	Subject	Engage by faculty Name
8-1-2024	Monday	3	3	CSE	PPL	naman das
9-1-2024	Tuesday	5	5	CSE	IOT	Ramesh kumar

Thank You.

Your sincearly  
Name of the Faculty : Mr/Mrs Rekha Das  
Department CSE