

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 meloni sharma would like to take leave of 3 days from 2024-01-11 to 2024-01-13 because I have feaver.

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
11-1-2024	Thrusday	2	7	CSE	ML	Ruchika
12-1-2024	Friday	5	3	CSE	OS	Monika
13-1-2024	Saturday	1	1	CSE	PPL	Rajesh

Thank You.

Your sincearly

Name of the Faculty : Mr/Mrs meloni sharma
Department CSE