

8th April 2025

From
Fida P K
Discipline Convenor
Directorate of Student Affairs
SRM Institute of Science and Technology

Through
The Director
Directorate of Student Affairs
SRM Institute of Science and Technology

To
The Dean
SRM Medical College Hospital And Research Centre

Respected Sir/Ma'am,

SUBJECT: Request for On Duty (OD) Permission - Directorate of Student Affairs Responsibilities.

The Directorate of Student Affairs conducted the inter-college cultural event MILAN'25 from April 3rd to April 6th, 2025. In connection with this, we kindly request On Duty (OD) approval on behalf of the students listed below for their participation in the event on April 5th, 2025.

Sr.No.	Name	Registration No.	Department
1	Alina Susan Thomas	RA2421015010007	Department of cardiology

Thank you in anticipation,
Yours sincerely,

Fida P K
Discipline Convenor
Directorate of Student Affairs
SRMIST

The Director
Directorate of Student Affairs
SRMIST

The Dean
SRM Medical College Hospital And Research Centre