



Date: 28 February, 2025

The Registrar,
Manipur Technical University,
Takyalpat, Imphal - 795004

Subject: Application for Extension of Admission Fee Payment Due to Financial Difficulty

Respected Sir/Madam,

We hope this letter finds you in good health and high spirits. We are writing to humbly request an extension for the payment of our admission fees for the 6th Semester, 2025 at Manipur Technical University. Due to unforeseen financial difficulties, We are currently facing challenges in arranging the necessary funds to meet the deadline set for the fee submission.

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Despite our best efforts to secure the required amount, personal financial constraints. We are fully committed to our studies and have always prioritized our education. We would be deeply grateful if you could grant us an extension of 2 months to submit the fees.

We assure you that we are actively working on securing the necessary funds, and we will submit the fees as soon as we are able. We kindly request your understanding and support in this matter, as we do not want my financial situation to hinder our academic progress.

We sincerely hope for your consideration and request an extension to complete the payment. Please let us know if any ~~documentation~~ or further clarification is required.

Thank you for your time and understanding. We look forward to your positive response.

Your Sincerely,

Students of 6th Semester,

B. tech, CSE Dept.

Name

Reg.No.