03.05.2016

Registrar

Britannia University

Poduar Bazar, Comilla

Subject: Prayer to pay tuition fees during examination.

Dear Sir,

I would like to inform you that, I am a student of CSE department of spring’14 semester. At present, I have some financial problems because of mother illness. So it has become so difficult for me to pay the tuition fees before final examination. I will pay my fees within 15th May.

I, therefore, pray and hope that you would kindly grant me this opportunity and oblige me thereby.

Sincerely Yours,

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Name: Sajal Acharjee

Department: CSE

ID: 1401020009

Semester: Spring’16