

To

The Provost,

J.C Bhawan (Banyan Hall),

University of Kalyani,

Kalyani, Nadia

Sub :- resignation from the post of maintenance prefect of hostel

Sir,

I am Sayan Ghosh, a student of University of Kalyani, a general boarder of J.C Bhawan and also the maintenance prefect. Due to some personal issue, I would be like to give resignation from the post of maintenance prefect.

Sorry for the inconvenience I caused, but sir, if you grant my resignation, I would be highly obliged to you.

Yours faithfully,

Date : - 05.09.2019

Sayan Ghosh