

Subject: Request for Permission to Join the SEL Team

Dear [HOD's Name/Respected Sir/Madam],

I hope this email finds you well. I am sai krishna,a student of csm in 3rd Year, and I am writing to seek your kind permission to join the SEL team, for which I have been selected.

Being part of the SEL team is a valuable opportunity for me, and I am eager to contribute to it. However, I would like to inform you that this commitment involves full-time work, requiring 8 hours per day for all 6 days of the week. I understand that this is a significant responsibility, and I assure you that I am prepared to manage my academic workload independently.

The college will not be responsible for my academic preparation, and I take full accountability for ensuring that I stay on track with my studies. To do so, I will coordinate with my classmates and teachers to obtain notes and any necessary study materials. I am committed to balancing my responsibilities and ensuring that my performance in exams and coursework does not suffer.

I kindly request your approval to participate in the SEL team, as your support would mean a lot to me in pursuing this opportunity. Please let me know if you require any further information or discussion regarding this. I would be happy to meet with you at your convenience.

Thank you for your time and consideration.

Sincerely,

M. sai krishna

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