Letter to the Lecture by the student for two days leave

From,

Sudan Gowda V M,

1st year Diploma Engineering

EEE

Government C P C Polytechnic,

Mysore

Date:-19/04/2024

To

Lecture,

Department of EEE

Government C P C Polytechnic,

Mysore.

Respected Mam,

Subject: Leave letter for two days.

I am Sudan Gowda V M having Roll no 108EE23052 is studying in 1st Year Diploma in Electrical And Electronics Engineering in this college. In our house my family members are planed the family trip was fixed on this week because, I am unable to attend the class for the next two days. So I request you to kindly grant me two days leave from 20-04-2024 to

24-4-2024.

Thanking you sir

Date:- 20-12-2022 Your’s obediently

Place: Mysore. Sudan Gowda V M