

L.W.S.T.Weerasinghe
EG/2020/4271
Faculty of Engineering,
University of Ruhuna.
08/11/2023

Through,
Academic Advisor,
Mr. K.M.S.Konara
Lecturer,
Department of Electrical and Information Engineering,
Faculty of Engineering,
University of Ruhuna.

To
Module coordinator,
Mr. K.M.S.Konara
lecturer,
Department of Electrical and Information Engineering,
Faculty of Engineering,
University of Ruhuna.

Dear Sir,

To request an excuse for not attending the lecture

I am L.W.S.T.Weerasinghe under registration number EG/2020/4271. I am a student of the 22nd batch, Department of Electrical and Information Engineering (Computer Engineering), Faculty of Engineering, University of Ruhuna.

I was unable to attend the EE5351 Control Systems Design lecture on 30th October 2023 due to a sudden illness that caused me to have a high fever. On the morning of October 30, I woke up feeling unwell, and it became apparent that I was running a fever. Given the circumstances and in the interest of the health and safety of both myself and my fellow students, I decided to seek medical attention.

I have attached a copy of my medical report, which confirms my diagnosis and treatment for the fever. This report has been issued by Medical Officer, Faculty of Engineering, University of Ruhuna, and is included for your reference.

I understand the importance of attending lectures, and I am committed to my academic responsibilities. I am reaching out to request any materials or information covered during the lecture that I missed. I will make every effort to catch up on the missed content and assignments as soon as possible.

Thank you for your understanding and consideration. I look forward to your response and guidance regarding the missed lecture.

Yours faithfully,
L.W.S.T.Weerasinghe,
22nd Batch.