

## ID Card Application

To,

The Head of Transport Department,  
ACET

**Date:** 2025-06-25

**Subject:** Request for Student ID Card

Respected Sir/Madam,

I am Surya Ravipati, a student of 4 Year in the Department of IT, with Roll Number 23A95A1210. I am writing to request the issuance of a student ID card.

My details are as follows:

- **Name:** Surya Ravipati
- **Roll Number:** 23A95A1210
- **Year:** 4
- **Department:** IT
- **Address:** Surampalem
- **College:** ACET
- **Phone:** 8074943499
- **Email:** 23a95a1210@aec.edu.in
- **Transport:** College Hostel

I need the ID card for to change from bus to hostel.

I kindly request you to process my application and issue my ID card at your earliest convenience.

Thank you for your time and consideration.

Sincerely,

Surya Ravipati

Contact No: 8074943499

Email: 23a95a1210@aec.edu.in

This is an automated request generated by the ID Card Request System. For any issues, contact the university admin.