

2.5.2

MECHANISM TO DEAL WITH INTERNAL EXAMINATION RELATED GRIEVANCES

From,
Vijay kumar P.

Ist BBA

NHCM

17-02-2023

To,

HOD BCOM

NHCM

Dear,

This is vijay kumar P. having Rollno U19K022M0076 of BBA Batch. I wish to inform you that I have lost my ID card in college 2 days back. As I am writing university exams kindly allow me to sit for the university exams till the reissue of ID card.

Thankyou.




17/02/23

From,

Lokraj Joshi

I BCLA

New Horizon College

15/02/23

To,

Prasanna Ma'am

HOD, BCLM

New Horizon College.

Sub:- Permission to write the examination.

Respected Ma'am,

I lost my collid ID while travelling and I am unsure if I'll ~~receive~~ find it. As

I am currently writing university exams; kindly allow me to sit for the exams till a new ID card is issued.

Thank you.

Yours sincerely,



(U19KV22S0024)

Prasanna
17/02/23