

To,

R.K Sir,

Shambunath college of education
Jhalwa Prayagraj

Subject : Request for Relaxation of Previous Year's Due fees for Ex-student
Re-admission

Respected Sir,

I am writing to request consideration regarding the payment of previous years due fees for my re-admission as an ex-student in Shambunath college of education Jhalwa Prayagraj. I had previously studied BBA but unfortunately, failed in the 1st semester exam. Now, I am seeking re-admission to complete my studies.

The details of the fees are as follows :

- Previous years due fees : ₹ 36,000
- Current years fees : ₹ 25,000

Due to financial constraints, I am facing difficulties in paying the previous years due fees ₹ 36,000. I kindly request you to consider waiving off or relaxing the payment of the previous years due fees without financial burden.

Thank you for your time and consideration

Sincerely

Suryanah Singh

245BBA0102

Dr. Shobk 100001
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