

From,

To,

The Chancellor,
Srinivas University,
Mukka,
Mangaluru – 575 001

Respected Sir,

Sub.: Request for Concession – reg.

With reference to the above subject, I Mr/Ms.....

S/o/Do.....

I have joinedcourse for the Academic year

I am economically backward and financially constrained, hence I request you to grant me substantial concession in fees.

Kindly consider the same and oblige.

Thanking you,

Yours faithfully,

(Signature of the Candidate)

(Name Signature of Parent/Legal Guardian)

Concession Recommended :

FOR OFFICE USE ONLY

Concession Sanctioned :

Concession received for I year :

(Signature of the Candidate)