

KALASALINGAM ACADEMY OF RESEARCH AND EDUCATION
DEEMED TO BE UNIVERSITY, KRISHNANKOIL-626 126
(To be filled in Capital letter only)

Date:

From Name(s)

- 1) _____
- 2) _____
- 3) _____
- 4) _____

(Please give full address in the backside)

To

The Vice Chancellor,
Kalasalingam University,
Anand Nagar, Krishnankoil-626 126.

Respected Sir,

Sub: Issue of Railway Concession-reg.
Ref: Semester Holidays (WINTER/SUMMER).

I wish to inform the Vice Chancellor that I am studying in _____
Branch/Section in our University. Our University has announced semester holidays.

I am going to my native place. So, I request the Vice Chancellor to kindly issue Railway Concession forms.

The details are given below:

Sl.No.	Name of the Student	Sex	Register No.	Age	Course of Study

Semester Holidays (Summer/Winter) From _____ To _____

Native Place :

Railway Concession:

Source Station _____ Destination Station _____

***Note:** Separate Application should be submitted for towards journey and return journey.

Thanking you,

Yours faithfully,

KALASALINGAM ACADEMY OF RESEARCH AND EDUCATION
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(Please write your name address in the back page)

Write your home address
