

Name of student:
Department (course):
Enrollment no:
District:
Contact no:

To,
The Principal,
Government Polytechnic for Girls,
Ahmedabad

Subject: Regarding loss of I-card/ issuance of I-card

Respected Sir,

In reference to the subject, I am studying in _____ semester in
_____ branch with Enrollment Number: _____. I have lost my
college Identity card/ not received my Identity card. I hereby request you to kindly provide me with
I-card confirming that I am student of this institute.

Thanking you.

Yours faithfully,

Name of the verifying officer:

Forwarded through the verifying officer: