

Bangalore.

From

Thejaswini. M.S,
Asst Prof, Dept of CSE,
KSSEM, Bangalore.

To

The Principal, Through The HOD,
KSSEM, Dept of CSE.

Bangalore.

Subject:- Regarding Maternity Leave.

Respected Sir,

I Thejaswini. M.S, Asst Prof from Department of Computer Science and Engineering. I am pleased to inform you about my maternity leave application. I would like to take maternity leave from July 17th 2023, for a period of 9 Months. I request you to grant me leave for the same.


Thanking you Sir,

yours sincerely,



(THEJASWINI. M.S)

Forwarded to
Principal
K. S. Rao
21/6/23

15. Rono
21/6/23
Granted

22/06/23