

Dated:

To

Dean Academics / Coordinator PTU Regional Centre
Guru Nanak Dev Engineering College,
Ludhiana.

Through: HOD

Subject: Issuing College ID Card for New Admission/Migration.

Sir,

I _____ S/o,D/o. _____
js taken admission in (Branch) _____ 1st/2nd/3rd/4th
year B.Tech./MBA / MCA / M.Tech. (under Regional Centre) / M.Tech. - ACITE
approved. My University Roll No is . _____ and College Roll No is
_____, It is requested that kindly issue me the College ID Card.

Yours sincerely,

(Signature)

Mobile No.: _____

Mother's Name:: _____

Email ID: _____

Address Line 1: _____

Address Line 2: _____

City/Village: _____ District: _____

Pin Code: _____ State: _____

Enclosure:

1. Passport Size Photograph.
2. Address Proof