***Form F3***

**Application for Remission of Fine**

To

The Director

SIIT

Gorakhpur

**Subject: Application for remission of fine**

Respected Sir,

It is stated that I am student of …………………………(course) in this college. I want to bring your kind attention towards my issue. I have always been a punctual student.

Unfortunately, I have been charged a fine of Rs……….. for ……………………………………., I belong to a middle class family and my expenses are already too much. Under these circumstances paying this fine would be huge pressure on my family. Sir kindly, Remit my fine as I really have a genuine reason. I shall be highly obliged to you in this regard.

Thanking You I Remain.

Date……………………..

Your’s faithfully

Signature of Student

Address…………………………………………..

Mobile No.………………………………………...

Department Head/Dean Sign :………………………………

Name of Head/Dean :……………………………………….

Mobile No……………………………… …………………..