**To**

**The Principal**

**St. Mary's Polytechnic College**

**Valliyide, Mudappallur, Palakkad 678705**

**Date: [DD/MM/YYYY]**

**Subject: Request for Bonafide Certificate for [Name of Scholarship]**

**Respected Sir/Madam,**

I, [Name of Student], bearing Admission Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, am currently enrolled in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ department in the \_\_\_\_\_\_\_\_\_ semester. I am writing this letter to kindly request a Bonafide Certificate from the college for the purpose of applying for the [Name of Scholarship].

The scholarship committee requires this certificate to process my application for the [Name of Scholarship]. I would be grateful if you could provide the certificate at the earliest convenience.

Thank you for your attention to this matter.

**Sincerely,**

**[Name of Student]**

. Mobile number of student :