**To**

**The Principal**

**St. Mary's Polytechnic College**

**Valliyide, Mudappallur, Palakkad 678705**

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

**Subject: Request for Revision Change Due to Readmission**

**Respected Sir/Madam,**

I, [Name of Student], bearing Admission Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, am currently enrolled in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ department in the \_\_\_\_\_\_\_\_\_ semester. I was previously enrolled in the same course but had to discontinue my studies due to [mention the reason, e.g., personal circumstances, medical reasons, etc.]. Now, I have been readmitted and found that the syllabus has been revised.

I kindly request your guidance and approval for the necessary revision change to align my coursework with the current syllabus. I would appreciate your prompt attention to this matter.

Thank you for your understanding and support.

**Sincerely,**

**[Name of Student]**

Mobile number of student :