

**To Whom It May Concern**

This is to inform you that a group of 22 students of 3<sup>rd</sup> year Physiology Hons. along with 2 teaching and 1 nonteaching staffs are going to Pedong (kalimpong) and surroundings on **10/12/2019 through 16/12/2019** from the Department of Physiology, Surendranath College for their field study as per the curriculum of the University of Calcutta . So any help to this group will be highly appreciated.

Thanking you,

Yours faithfully,

Principal

09/12/2019

To  
The Principal  
Surendranath College

**GATE - PASS**

This is to inform you that we (a group of 22 students along with 2 teaching and 1 non teaching staffs ) are going to Pedong (Kalimpong) and surroundings on 10/12/2019 through 16/12/2019 from the Department of Physiology, Surendranath College for their field study as per the curriculum of the University of Calcutta .

For this purpose following instruments are needed to taken out with us :

1. Blood Pressure Machines (Sphygmomanometer)
2. Skin-fold Calipers
3. Weighing Machine
4. Pulse Oxymeters
5. Peak-flow-meter -2

Therefore we request you to please allow us to take the instruments.

Thanking you,

Yours faithfully,

(Dr. Mira Sil Ghosh)

(Dr. Sukti Chakrabarty)

18.12.2019

To  
The Principal  
Surendranath College ,  
Kolkata-700009

Sir,

This is to inform you that we had gone for excursion to North Bengal with the third year students of Physiology Hons. on 10<sup>th</sup> December,2019 and were supposed to return on 15<sup>th</sup> December,2019 by Uttar Banga Express from NJP. But unfortunately our train got cancelled and thus under the unavoidable circumstances we were forced to return by bus.

We, therefore, request to kindly grant an additional fund for meeting the extra bus expenses incurred.

Thanking you

With regards,

Dr. Mira SilGhosh

Dr. Sukti Chakraborty