

**Appendix 'O'**

**AUTHORITY LETTER**

I the undersigned Mr./Ms... ..  
Application Form No. .... for Undergraduate admission process for the  
year 2017-18, am in receipt of provisional allotment letter for ..... admission  
round to be scheduled from ..... to .....

I would like to bring to your kind information that I am hospitalised since  
..... in the .....  
..... (Name and address of  
hospital) and unable to attend physically the said admission round in the .....  
..... (Name of college and address).

Therefore authorising Mr./Ms.. .....  
who is my ..... to attend for the said allotment round who has  
signed before me and having his identity proof too.

The necessary medical certificate and all other documents along-with fees I  
have handed over to him.

Requested for permission and kind consideration.

Yours,

(Signature and Name of  
authorised person)

(Signature and Name of the  
Candidate)

To,

Associate Dean / Principal,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_