

To

**Department of Law**

VNSGU, Surat

**Date: 20.03.2024**

**Subject: Request for Study Material for External Examinations**

Respected Sir/Madam,

I am currently enrolled as a student in my **fourth semester** pursuing **B.Com LLB (Hons.)** at the Department of Law, VNSGU. I wish to bring to your attention the concerning matter regarding the absence of study materials or book references provided by our faculty.

While I acknowledge the possibility of having missed some lectures, upon inquiring with my classmates, I have ascertained that this issue persists universally among us. With the external examinations scheduled to commence on 04.03.2024, I find myself in dire need of adequate study resources.

Moreover, despite my efforts to utilize the books available in our department's library, I have found none that comprehensively cover all the syllabus topics outlined in the external question bank

The subjects having lack of study materials are-

1. FUNDAMENTALS OF ENTREPRENEURSHIP – II
2. PRINCIPLES OF BUSINESS MANAGEMENT – II
3. ADMINISTRATIVE LAW

Therefore, I humbly request your esteemed office to kindly furnish us with the necessary study material to facilitate our exam preparation as soon as possible.

Thank you for your attention to this matter.