Date: 19.07.2024

**Dr. Kishorsinh N. Chavda**  
Vice Chancellor  
Veer Narmad South Gujarat University  
Udhna Magdalla Road,  
Surat - 395007,  
Gujarat, India

Respected Sir, **Dr. Kishorsinh N. Chavda**,

**Subject: Non-Issue of Identity Cards to PhD Students of DBIM Since Last One Year**

I hope this letter finds you in good health and high spirits. I am writing to bring to your attention a pressing concern affecting the PhD students of the Department of Business and Industrial Management (DBIM) at Veer Narmad South Gujarat University.

It has come to our notice that for the past one year, identity cards have not been issued to the PhD students of our department. This has resulted in significant difficulties, particularly in accessing the university library, which is essential for our research work.

The identity card serves not only as a means of identification but also as a critical access tool for various university facilities, including the library. The lack of access to the library has severely impacted our ability to gather necessary resources and conduct comprehensive research. This situation is causing delays in our research progress and is detrimental to our academic and professional development.

We understand that administrative processes can sometimes face unexpected delays. However, given the importance of the identity card in facilitating our research activities, we kindly request your immediate intervention to expedite the issuance process.

We would be grateful if you could address this matter at the earliest convenience, ensuring that we can continue our academic pursuits without further hindrance. Your prompt action in this regard will be highly appreciated and will go a long way in supporting the academic endeavors of the PhD students in our department.

Thank you for your attention to this urgent matter. We look forward to your favourable response.

Yours sincerely,

Hetal Krishnakant Kapadia

PhD Student, DBIM  
Veer Narmad South Gujarat University  
**[Enrolments Number – 1973 dtd. 26.07.2023]**