

To,

The Principal,

Gour Mahavidyalaya,

Mangalbari, Malda

**Subject: Request for Permission for Excursion (Field Survey) and Community outreach programme to Murshidabad**

Respected Sir,

I am writing to request permission for an educational excursion for our 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> semester NEP- Major Students to visit Murshidabad. This visit is a crucial part of their curriculum, providing practical insights into biodiversity and botanical insights.

*Details of the visit are as follows:*

- Destination: Murshidabad
- Date and Time: 9<sup>th</sup> December, 2025, 6 am onwards

I assure you that the visit will be supervised and all regulations will be strictly adhered to. This visit will greatly enhance our students' learning experience. I request you to kindly allow us for the excursion and do the needful.

Thanking you,

Sincerely,

 5/11/25  
Doyel Roy,

Assistant Professor,

Department of Botany

Gour Mahavidyalaya

Doyel Roy  
Assistant Professor  
Department of Botany  
Gour Mahavidyalaya

allowed  
