

প্রভোস্ট কার্যালয়
শহীদ আজিজ হল
বাংলাদেশ টেক্সটাইল বিশ্ববিদ্যালয়
তেজগাঁও, ঢাকা-১২০৮।
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Provost Office
Shaheed Aziz hall
Bangladesh University of Textile
Tejgaon, Dhaka-1208.
Phone No: +8802-48112442
Web: www.butex.edu.bd/shaheed-aziz-hall/

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Form

Date.../.../.....
To
Provost

.....Hall .
Bangladesh University of Textiles
Tejgaon, Dhaka -1208.

Subject: Application regarding () Hall allotment () Room change () Allotment cancellation.

Dear Sir,

With due respect I am writing to formally request your assistance regarding () Hall allotment () Room change () Allotment cancellation formHall

1. Seat Allotment : form the month20..... I assure that I will pay the allotment fees and other charge as the policies of the hall .
2. **Room change : Form.....to.....no room .I assure you that this request is made after thorough consideration and with utmost respect for the hall regulation .**
3. **Set Cancellation : Form..... Hall, Room no..... due to () Graduation () Family affairs () Others .**

I understand that these request are subject to availability and the policies of the hall. I assure you of my cooperation and compliance with any procedures or requirements involved in the process .

Sincerely ,

Name :
Student ID :
Department :
Level & Term :
Mobile :

SHAHEED AZIZ HALL , BUTEX .