



# SS INSTITUTE OF PHARMACY

*(A unit of VS Educational & Charitable Trust)*

Approved by Tamilnadu Government & Pharmacy Council of India, New Delhi.  
Affiliated to the Tamilnadu Dr. M.G.R. Medical University,  
and The Directorate of Medical Education, Chennai.

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## **Free Hostel Accommodation And Food**

From

Dr. S. Partha Sarathi,  
Assistant professor,  
Department of Pharmacology,  
SSIP, Sankari - 637301

To

The principal,  
SSIP,  
Sankari.  
Respected  
sir/madam.

Office Note:-

We may consider  
the request for free food  
and accommodation as per HR  
policy.

*[Signature]*

To Atc section & Warden  
His request  
has been considered  
and permitted to  
stay in hostel  
Done

Sub: Requesting to stay in hostel - reg  
I'm S. Partha Sarathi, working as  
assistant professor in the department of  
Pharmacology in our college. I kindly request  
you to give me permission to stay in  
Hostel and allot me room for the same.  
Please do the needful for accommodation and food.



Date: 17/05/2025

Thanking you

PRINCIPAL.

yours faithfully,

FROM

Dr. M. Ranjith  
Assistant professor  
Department of pharmacology  
SSIP - Sankari - 637301

TO

The principal  
SSIP  
Sankari

Respected Madam/Sir

sub:- Requesting to stay in hostel

I'm Dr. M. Ranjith working as Assistant professor in the department of pharmacology in our college. I kindly request you to give me permission to stay in hostel and allot me room for the same. please do the needful. please do the needful free accomadation and food

Thanking you

Yours faithfully

M. Ranjith

Office Note:-

we may consider the request for free accomadation & food for person H.R. policy.  
[Signature]

Date:- 17.7.2025

Place:- Sankari



PRINCIPAL.  
SSIP INSTITUTE OF PHARMACY.  
SANKARI

To  
A/c Section & Warden  
His request has been  
considered and  
permitted to  
stay in Hostel  
[Signature]

From

Dr. K. Rithika.

Assistant professor

Department of pharmacology

SSIP, Sankari - 637301.

To

The principal,

SSIP,

Sankari.

Office Note -

We may consider  
Free food and accommodation  
as per our HR policy

Yrmmr

Respected Madam/Sir.

Sub. - Requesting to stay in Hostel - req.

I'm Dr. K. Rithika, working as Assistant professor in the Department of Pharmacology in our college. I kindly request you to give me permission to stay in Hostel and allot me room for the same. Please do the needful free accommodation and food.

Thanking You.

Date: 11/03/2025

Place: Sankari.

To  
Haseetios & Warden  
Her request has been  
considered &  
Permitted to  
stay in Hostel

Yours faithfully,

Rithika .lc

SSIP/SS



PRINCIPAL,  
SS INSTITUTE OF PHARMACY