

Date :-

To  
Assistant Registrar (Academic)  
IIT Bombay

Dear Sir,

I am .....(name of the student), .....  
(nationality), ..... (Parent's name- Mother / Father), from  
.....(Name of University,Country). I have joined IIT Bombay for  
..... (course work / project work) in ..... Department for  
..... (Autumn / Spring Semester) of the Academic year .....  
My roll no. is .....

My passport details are : no:..... date of issue .....Place of  
issue....., validity..... My visa details: no:....., date of issue  
.....Place of issue....., validity.....

FRRO Student Card ID No: .....

I arrived in Mumbai on ....., reported to IIT Bombay on .....and am  
staying in Hostel no. ...., room no. ....

I require a Bonafide Certificate from IIT Bombay for my residence registration at the F.R.R.O.

Kindly oblige.

Thanking you,

Yours sincerely,

Through: Office of Dean-IR