

To,

The principal

ODM Public School

Plot No- 346, 2725, Infocity Ave, Sishu Vihar, Patia, Bhubaneswar, Odisha 751024

Bhubaneswar,

(Subject: Request for Correction of Caste Category from SC to General)

Dear Sir/Madam,

I hope this letter finds you in good health. I am writing to request a correction in my caste category mentioned in my admission records at ODM Public School. My name is Surakhaya Stiti Prangya Nayak, and my admission number is 12313. I have been enrolled in class XI, Science Wing, as a Day Scholar.

Unfortunately, my caste category has been recorded as SC (Scheduled Caste), which is not accurate. I would like to clarify that I am a General category candidate, not belonging to the SC category.

I kindly request your prompt attention to rectify this error and update my caste category to General in all relevant records and documents within ODM Public School. This correction is important for my future academic and administrative purposes.

I understand the importance of accurate records, and I would like to thank you in advance for your assistance in rectifying this matter. If there are any additional steps or documents required from my end to facilitate this correction, please do not hesitate to inform me.

I appreciate your prompt attention to this matter and look forward to your positive response. You may contact me at [naik.dusmanta@gmail.com](mailto:naik.dusmanta@gmail.com) or 9883926064 for any further information or clarification.

Thank you for your cooperation and understanding.

Sincerely,

Surakhaya Stiti Prangya Nayak

admission number is 12313