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Madam/Sir (Name)(College Administrator/Loan officer)

Thanks For Your Support

I wanted to thank you for understanding the urgency, your open-minded attitude and readiness to provide me the financial support at such short notice. Since my financial situation was preventing me from taking the step forward, this education loan for laptop will help rehabilitate me to the digital learning environment. As you know, Covid-19 has radically altered the way of learning. I had to prepare for off-campus seminars and live sessions and there was no money left after paying for boarding. Thank you for putting my case with the officers and for your assistance. Your support through this difficult time has come at the time when I was planning to drop the academic year. Your guidance has come as a lay of lightness in the darkness of Covid-19 and is highly appreciated.

Please accept my heartfelt gratitude and sincere commendation. You have not only come to my aid but also provided a lifeline to all the deserving students who are unable to manage the endless struggles of preparing themselves for higher studies.

Thank You

(Your Name)