

Sick Leave Letter for College Due to Fever

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[College Authority's Name]
[College Name]
[College Address]
[City, State, ZIP Code]

Subject: Sick Leave Application Due to Fever

Respected [College Authority's Name],

I hope this letter finds you in good health. I am writing to formally request sick leave from college due to a recent bout of fever.

I have been under medical care, and the doctor has advised me to take rest for a period of [start date] to [end date]. During this time, I will not be able to attend classes or participate in any academic activities.

I have attached the medical certificate provided by my healthcare provider for your reference. I understand the importance of my coursework and am committed to making up for any missed assignments or lectures.

I kindly request your understanding and support during this period. If there are any specific procedures or requirements for sick leave, please let me know, and I will ensure all necessary documentation is provided promptly.

Thank you for your consideration.

Sincerely,

[Your Name]
[Your College ID]