

Resignation Letter

To,

The Director

VGI College of Pharmacy

Meerut.

Sir,

This is to inform you of decision to resign from my position as Principal in Department of Pharmacy in your organization.

Please let me know what can I do to assist with the transfer of my responsibilities before I leave. I would like to take this opportunity to thank you and VGI college of Pharmacy for having me as a part of your institution. I wish you all the best for future.

Your Sincerely

Date:- 09/09/2021

Usha Singh

Principal, VGI College of Pharmacy

Meerut