

Halima Garba
NYSC State Code: KN/25A/0789
15 Zoo Road, Kano
0800 000 6624 · halima.garba@email.com
20 October 2026

The State Coordinator
National Youth Service Corps
Kano State Secretariat

Through: The Local Government Inspector, Nassarawa LGA

Dear Sir/Madam,

REQUEST FOR PERMISSION TO BE ABSENT ON MEDICAL GROUNDS

I am a corps member of the 2025 Batch A, state code KN/25A/0789, serving at Northgate Allied Ltd, Kano. I write to request permission to be absent from my PPA from 3 to 21 November 2026 to undergo treatment and recover.

A medical report from the hospital stating the treatment and the recommended rest period is attached, together with a letter from my employer.

I will report to my LGI as soon as I resume and provide any further documents required.

Thank you for your understanding.

Yours faithfully,

(Signature)
Halima Garba