APPLICATION FOR LEAVE

1. Name of the Student :

2. Programme, Class & Class No. :

3. Local Address of the Student :

4. Date(s) and No. of days for
   which leave is required :

5. Reasons for Leave :

6. Signature of the Student :

7. Recommendation & Signature by :
   Guardian or Warden

8. Recommendation & Signature :
   by the Class Teacher

9. Principal's Order :