

ARYABHATTA COLLEGE

UNIVERSITY OF DELHI

BENITO JUAREZ ROAD, ANAND NIKETAN, NEW DELHI-110021 Ph. : 011-24110490

LEAVE APPLICATION FOR STUDENTS

Name of the Student.....

Course & Class..... Section.....

Roll No..... Mobile No.....

No. of days for which leave is required..... From..... To.....

Reason for Leave.....

(in case of sickness attach Medical Certificate)

Date.....

Student's Signature

Countersigned

Absence noted by the teachers with Signature

Parent/Gurdian

1.....

2.....

3.....

4.....

5.....

Permitted absence from class as detailed above

Administrative Officer

Principal

Updated in the attendance record/software

Dealing Asstt.

S.O. (Admn.)