

BAKER COLLEGE FOR WOMEN, KOTTAYAM

LEAVE APPLICATION FORM FOR STUDENTS

(If absent on grounds of ill-health, the student is expected to submit a Medical Certificate from a registered medical practitioner)

1. Name of the Student :

2. Class :

3. Residential Address :

4. Number of Days and dates on which leave required/taken :

5. Reason for Leave :

6. Signature of the student with date :

7. Name and Signature of the Parent/Guardian :

8. Name and Signature of the Teacher-in-charge :

9. Name and Signature of the HOD :