

(Students Leave Application Form)

To
The Principal,
CCET Diploma,
Sector-26, Chandigarh

Subject: Application for Casual Leave/Medical leave from to
No. of working days

Respected Mam,

It is requested that please grant me leave as the details given below:

1. Semester and branch :
2. Class Roll No. :
3. Name of student :
4. Type of leave :
5. Reason for leave :
6. Contact no. :
7. Email :

Thanking You

Yours faithfully

Student's signature

Parent's Signature

Tutor Incharge

H.O.D

Principal CCET, Diploma