

**STUDENT LEAVE APPLICATION FORM
(PLANNED)**

Date:

To,
The Principal
Rungta College of Pharmaceutical Sciences & Research,
Bhilai

Respected Sir,

I am not able to attend the college because (reason)

.....
.....
.....

Therefore, I request you to kindly grant me the leave for day(s)

from to

Thanking You.

Your Obediently,

Signature :

Name of student:

Class :

Leave Recommended/ Not Recommended

Leave Granted/ Not Granted

(Class Teacher)

(Principal)