

**STUDENT LEAVE APPLICATION FORM  
(UNPLANNED)**

Date:

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

Respected Sir,  
I was not able to attend the college because (reason) .....

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

Therefore, I am submitting this application for the leave of..... day(s)  
from ..... to .....

I request you to please consider it as informed leave.

Thanking You.

Your Obediently,

Signature :

Name of student:

Class :

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Leave Recommended/ Not Recommended

Leave Granted/ Not Granted

(Class Teacher)

(Principal)