



भारतीय सूचना प्रौद्योगिकी संस्थान इलाहाबाद
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, ALLAHABAD
(A Central University)
(A Centre of Excellence in IT Established by Govt. of India)
Deoghat, Jhalwa, Allahabad-211012 (U.P.), India

(APPLICATION FOR LEAVE BY THE STUDENTS IN (20%) PART OF ATTENDANCE IN EACH SUBJECT)

1. Name of the Applicant & His/her Mobile No.....
2. His/her Enroll No. & Hostel Address.....
3. Name, Address & E-mail of the Parent/Guardian
4. Home Town full Address
5. Full Contact Address during leave period in case the visit is for a place other than Home Town.....
.....
6. Dates of proposed leave.....
7. Details of Holidays/Semester breaks if any suffixed or prefixed to the above.....
.....
8. Reason for leave requested – (Specifies one out of - Totally personal/Any Interview/Medical/Any Programming or other Competition/Presenting of a Conference Paper/Any other etc.).....
.....
9. Whether parents request by E-mail is attached for proposed period of leave in case of personal leave Else, if for any other leave, proper support documents from concerned authority are enclosed (Y/N) ?

Declaration: I, (Name with Enroll No.) hereby declare that all the information in this application are true. In case any of these is found False/Misleading I shall be liable to due disciplinary actions by the Institute.

- I. Kindly note that no personal leave application will be entertained without accompanying request of the Parent/Guardians wherein His/her parent has fully supported the reason for leave along with the period of leave.
- II. For Medical leave, the application should accompany the copy of the medical prescription slip & original medical certificate by the concerned MBBS Doctor from whose advice the treatment has been administered.

(Signature)

Date:.....

Place:.....