Sacred Heart College (Autonomous), Thevara

GROUP APPLICATION FORM FOR CO-CURRICULAR LEAVE

Reason for Leave :

Dates on leave required :

No. of Days : (in words) :

No. of Students : (in words) :

Sl.No.	Name (in BLOCK LETTERS)	Class & Year	Reg. No (eg : 22UECO4270)	Signature of the Class Teacher

Sl.No.	Name (in BLOCK LETTERS)	Class & Year	Reg. No (eg : 22UECO4270)	Signature of the Class Teacher

Total No. of Students:

Verified & Recommended by Faculty-in-charge(s) :
(Name & Signature with date)

Sanctioned by Principal / Vice Principal :

NB : 1. Students should inform course teacher/ class teacher before taking leave
2. Students should submit the leave application within a week after the leave. Late & incomplete applications will not be considered
3. While submitting the leave application, attach supporting documents. eg: certificate of participation /prize.