

**SREE NARAYANA TRAINING COLLEGE  
NEDUNGANDA  
FORM OF APPLICATION FOR LEAVE**

1. Name of student with initials : \_\_\_\_\_
2. Optional Subject : \_\_\_\_\_
3. Admission No : \_\_\_\_\_
4. Local Address of student : \_\_\_\_\_
5. No of days of leave required : \_\_\_\_\_
6. No of days of leave previously taken : \_\_\_\_\_
7. Reason for leave : \_\_\_\_\_
8. Signature of the student with date : \_\_\_\_\_
9. Recommendation by the Hostel Matron in the case of Hostlers : \_\_\_\_\_
10. Recommendation by the subject teacher : \_\_\_\_\_
11. Orders of the Principal :  
Signature of the Student  
Signature of the Teacher  
Signature of the Principal