

SAINIK SCHOOL KAPURTHALA

LEAVE APPLICATION FORM FOR STUDENTS

Name _____ School No. _____ House _____ Class _____ Leave from _____

to _____ Reasons _____

(In case the cadet is from Class VI to VIII) **Escorted by** _____

Signature of Escort _____

Address and Telephone No while on leave _____

Dated: _____

Signature of Cadet

Recommended/Not Recommended

Recommended/Not Recommended

Hostel Supdt

Housemaster

Dated _____

Dated _____

Recommended/Not Recommended

Approved/Not Approved

Vice Principal

Principal

Dated _____

Dated _____

Leave Certificate/Housemaster's Copy

Name _____ Sch No. _____ House _____ Class _____

Leave from _____ To _____ Reasons _____.

Vice Principal

Leave Certificate/Hostel Supdt's Copy

Name _____ Sch No. _____ House _____ Class _____

Leave from _____ To _____ Reasons _____.

Housemaster

Leave Certificate (Cadets' Copy)

Name _____ Sch No. _____ House _____ Class _____

Leave from _____ To _____ Reasons _____.

Signature of Hostel Supdt

Signature of House Master

Signature of Duty Master

Signature of Parent

Note : The cadet while coming back from leave will get this copy signed by his / her parents. This copy on return will be deposited by the cadet with the Hostel Supdt. Hostel Supdt to further inform the House Master.