



(A project of Aujla & Associates)

OASIS INTERNATIONAL HIGH SCHOOL GUJRANWALA

Canal View Housing Scheme, Gujranwala. Tel: 055-4298471-4298472, Mobile: 0337 1400883

Students Leave Application Form

To

The Principal

Sir,

Oasis International High School Canal View Gujranwala

1. With due regards it is stated that I _____ S/o, D/o _____
Class/sec _____ Admission Number _____ wants to take a Leave
from _____ to _____ (Total days) _____.

Due to _____

2. I declare that I will rejoin my classes within the period for which the leave may be granted. Failing which I will have no objection on the fine which will be recommended against me. Therefore it is requested to please grant me a leave for above mentioned duration.

With thanks

Yours obediently,

Sign Student: _____

3. Dated: _____ Father's/Guardian's Signature: _____ Cell No.: _____

4. **Remarks:(For official use only)**

- a. Your leave is recommended / not recommended for _____ days.

Sign I/C Class: _____ Date: _____ Sign Head (Wing) _____

5. **Remarks by Principal:**

- a. Your reason for leave is considered satisfactory / not satisfactory
b. Your leave is approved
c. Your leave is not approved, and recommended a fine of Rs. 50/-

Principal

Note: Incomplete form will not be considered. A photo copy of the form may also be used