INTERNATIONAL INDIAN SCHOOL - AL-JUBAIL

Eastern Province - Kingdom of Saudi Arabia

Licenced By Ministry of Education K.S.A. Vide Lic. No. Jeem-5

Affiliated to Central Board of Secondary Education

Delhi, India. Affin. No. 5730007 - School No. 72564

E-mail: info@iisjubail.org

المدرسة العالمية الهندية – الجبيل

المنطقة الشرقية – المملكة العربية السعودية

تصريح وزارة التعليم بالمملكة العربية السعودية رقم ج-٥

بالتعاون مع مجموعة الوسط للتعليم الثانوي

دلهي الهند رقم ٥٧٣٠٠٠٧ – مدرسة رقم ٧٢٥٦٤

Website: www.iisjubail.org

STUDENT'S LEAVE APPLICATION

(To be submitted minimum 4(four) School Working Days before the last day of attending class)

To   From: _____

The Principal   _____

IIS Jubail, KSA.   Tel #: _____

Sir,

This is to request you to grant leave to my child for the period of absence as per the particulars given below:

Sl. No	Student's Name	Admission No.	Class & Sec	Bus Route (If Applicable)

Reason for Leave: _____

Period of Absence or Leave

From _____ To _____ No. of Days: _____

The child will resume attending the class effect from _____

Fee Payment Status: Tuition fee and bus fee of the child covering the leave period has been paid on

_____

Date: _____   Signature of Parent: _____

FOR OFFICE USE ONLY

Teacher's Comments

No. of School Working Days : _____   No. of days Student has attended: _____

Leave proposed for _____ days. Performance in Studies: Excellent/ V.Good/Fair/Poor

Class Teacher's Name: _____   Signature: _____

Certified by V.P/ H.M   **Leave Approved/ Disapproved**

G.S, B.S, J.P.S, K.G   **PRINCIPAL**