

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

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

Leave Approved/ Disapproved

PRINCIPAL