



RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY, JAIS, AMETHI
(An Institute of National Importance Established under the Act of Parliament)

Students Leave Application Form (for PG)

(The leave application form should be submitted strictly in the below format only)

1. Name: _____
2. Roll No.: _____ Department: _____
3. No. of Days applied for Leave: _____
4. Duration of leave from: _____ To: _____
5. Nature of Leave: _____
6. Reason of Leave: _____
7. Address during Leave: _____
8. Mobile No: _____

Thesis Supervisor (if any)

Student Signature with Date

For Office Use Only

Leave taken earlier during the session: Yes/No _____

No. of available leaves as per the category _____

(By department office)

Office Clerk

Approved/Not Approved

Head of Department