SI. No.

VISVA-BHARATI Santiniketan STUDENTS' LEAVE APPLICATION

The SuperIntendent/Warden Girls' Hostel Visva-Bharati Date:	To	NTS' LEAVE APPLICATION
Visva-Bharati Date :	The Superintendent/Warden	,
Sir/Madam, I am a student of	Visva-Bharati	•
Name of the Applicant (Block letter) Telephone No. Name of the Hostel Reason for Leave: Address of his / her destination: If not going home reason is to be verified by the HOD (i.e. Field work / Interview / Library / Seminar etc.) Permanent Address / Home Address with Guardian's Name and Telephone No. Address Verified. (Tick out if matches with the Office Record) Opinion of the HOD: (Permitted / Not permitted) (Signature of the HOD with seal) Received application by the Hostel In-Charge on	SIF/Madam	
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on	(Permitted / Not permitted)	
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On	Received application by the Hortel In Channel	(Signature of the HOD with seal)
(Signature of the Hostel in-Charge with Phone No.) The statements made above is true to the best of my knowledge and belief. In case any information is found false or incorrect shall be liable for disciplinary action by the University.	,	
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liable for disciplinary action by the University.		(Signature of the Hostel in Charge with Phone No.
(To be detached and submitted to Hartel Wanter to Signature of the Student with Date	I he statements made above is true to the best of my k liable for disciplinary action by the University.	nowledge and belief. In case any information is found false or incorrect shall be
(To be detached and submitted to Hartel Wands		
TO THE	(To be detached	Signature of the Student with Date

CONFIRMATION OF VISIT (to be filled up by Guardian / Parent)

SI. No.

Name of Student:

Name of Guardian / Parent :

Mobile No.: .

Arrival at Home		Departure from Home		Made of T
Date	Time	Date	Time	Mode of Transport to be used (Flight/Train/Bus/Any Other)
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N.B. This receipt must be produced on return, without this the student will not be allowed in the hostel