

ATTENTION: The Director/ The Principal

APPLICATION FOR STUDENT LEAVE

Herewith I would like to apply for student leave for my

son/daughter \_\_\_\_\_ (name)

Grade \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_ (date)

For the following reason(s):

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We understand that the school can not be held responsible for the time lost, any subject matter missed that may arise from this or consequences resulting therefrom. Our son/daughter will collect the necessary assignments from his/her teachers.

\_\_\_\_\_  
Date, Place

\_\_\_\_\_  
Parent/Guardian (Signature)

Authorised:

\_\_\_\_\_  
Classroom teacher

\_\_\_\_\_  
Principal