ഭാരതീയ സാങ്കേതികവിദ്യാ സ്ഥാപനം പാലക്കാട്
भारतीय प्रौद्योगिकी संस्थान पालक्काड
Indian Institute of Technology Palakkad
Nurturing Minds For a Better World

IIT PALAKKAD

Medical / Maternity / Long Leave / Semester Drop Application for Students

Name of the Scholar	:	
Roll Number	:	
Department	:	
Program	:	BTech / MTech / MSc
Type of Leave	:	Medical Leave / Maternity Leave / Long Leave / Semester Drop
Leave applied for	:	From:_____ To:_____

Reason for Leave[1]:

Date:_____   **Signature of Applicant**

Recommendation of the Guide/Project Mentor (if any):	Recommendation of the Faculty Advisor	Approval of the Program Coordinator	Approval of the Head of the Department:
Recommended/Not Recommended **Name and Signature**	Recommended/Not Recommended **Name and Signature**	Recommended/Not Recommended **Name and Signature**	Approved/Not Approved **Name and Signature**

Leave form should be submitted through Department Office

For use by Academics Section

Balance of leave as on date	Leave applied for (no. of days)	Balance	Remarks (Senate Approval Required and taken, not required as per regulations, etc)

Dealing Staff   **Officer In-charge (Academics)**

Recommended/Not Recommended	Sanctioned/Not Sanctioned
Associate Dean (Academics, UG/PG)	**Dean (Academics)**

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[1] Enclose supporting documents such as medical certificate, internship offer, undertaking (only in case of Internship) etc.