

PGDAV COLLEGE (EVE), NEW DELHI – 110065
FORM OF RELAXATION IN ATTENDANCE FOR PARTICIPATION IN

.....

The Principal, _____ **Dated:**
 _____ P.G.D.A.V College (Eve), Nehru Nagar,

New Delhi – 110065

Respected Sir,

With due respect I beg to say that I participated in the event(s) mentioned below on _____ the _____ recommendation of _____ Dr/Sh/Mrs. _____ (Name of the teacher) as per details given below:

Event (s)	Period	
	From	To
TOTAL PERIOD OF LEAVE TAKEN		

It is, therefore, requested to kindly give me relaxation in the attendance as per prevailing University Rules. Particulars of the Class, Section & Teachers are given as under:

Thanking you,

<u>COURSE & SECTION</u>	SUBJECTS	NAME OF THE TEACHER	SIGNATURE

Name _____
obediently,
Class & Roll No. _____
Mobile (Self) _____
Student)
Mobile No. (Parent) _____

Yours

(Signature of the

Recommendation of the Convener of the Event _____ **(Principal)**