

APPLICATION FOR SUBMISSION OF MEDICAL CERTIFICATE [For Shortage of Attendance]

Instruction: Application shall be forwarded by the Mentor and must enclose the Medical Certificate of Treatment/Hospitalization supported by the Prescription. This certificate will not be valid if the attendance is below the notified attendance requirement. Duly filled in Medical certificate along with the medical certificate and prescription must be submitted within seven working days of resuming after medical leave. First Year B.Tech. students will submit the duly filled in form in the Office of Dean First Year. All other students will submit the duly filled in form in the Office of Dean Academics.

1. Name of Student :
2. College Roll No. : 3. Registration No.
4. Branch Semester Section
5. Period of Absence from to for a period ofdays

6. Reason for Absence:

7. Details of the Medical Certificate:

Name of the Hospital/Nursing Home/Practitioner	
Place	
Number:	Date of Issue:
Prescription Enclosed	

Date : Full Signature of the Student

Forwarding Note of Mentor:

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Date: **Signature of Mentor**

Date of Conduct of the Medical Board:

Decision of the Medical Board:

Signatures of the members of the Medical Board

Approval by Principal

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Date: **Signature of Principal**