



**New Middle East International School**  
**Leave Application Form**

Student's name: \_\_\_\_\_

Admission no.: \_\_\_\_\_ Class & Section \_\_\_\_\_

Father's name: \_\_\_\_\_

Mob no.: \_\_\_\_\_

Reason for leave :  
\_\_\_\_\_  
\_\_\_\_\_

Leave Period – from: \_\_\_\_\_ to \_\_\_\_\_

Reporting date: \_\_\_\_\_

Parent's signature: \_\_\_\_\_

Date: \_\_\_\_\_

***NB: In order to retain the seat for your ward, please ensure:***

- ***The school fees are paid for the leave period. However, kindly ignore the SMS with regard to your child's absenteeism during the leave period.***
- ***To submit student's valid absher copy while resuming school.***

<b><u>Office use ONLY</u></b>		
Remarks		
_____		
_____		
_____		
Approved by		
_____	_____	_____
Fee In -charge	Supervisor	Principal