



ནང་པའི་གསོ་བ་རིག་པའི་སློབ་ཚོགས།

འབྲུག་གསོ་རིག་གཙུག་ལག་སློབ་མེ།

FACULTY OF TRADITIONAL MEDICINE
UNIVERSITY OF MEDICAL SCIENCES OF BHUTAN
KAWANG JANGSA, THIMPHU



LEAVE APPLICATION FORM (Students)

Name :

Registration No :

Course : Semester:

Leave From : To: No. of Days:

Reason :

.....

.....

Contact No. while on leave :

Applicant's Signature

Date:

(For Official Use Only)

Approved

Not Approved

Dy. Dean of Student Affairs

Dean

LEAVE RULES FOR STUDENTS

1. Apply for leave before availing it.
2. Leave up to the maximum of three days can be approved by the Dy. Dean of Student Affairs.
3. Leave beyond three days shall be approved by the Dean.
4. **Produce Medical Certificate in case of Medical leave.**
5. Approved leave will not be considered while calculating the minimum attendance required for undertaking end semester examination unless approved by the Examination Committee.

