

Name of the Teacher:

Department:

Leading University

Ragibnagar, South Surma, Sylhet-3112 Phone:+880-821-720303-4. Fax: 880-821-720307

Whether the students informed earlier:						
Yes No						

ROF-08

Leave Applied for							
SI No	Name of the Courses	Leave day	Scheduled class during leave	Date & Time of Make Up Class	Remarks		
			y	- 1 o p - 2			

Signature of Head of the Dept.

Signature of the Teacher