



GARGI COLLEGE:NEW DELHI

APPLICATION FORM FOR CHILD CARE LEAVE

Name..... Department.....

Leave applied for days from to

Reason for leave

Details of CCL already taken if any along with reason:-

Will you take responsibility for the coverage of the syllabus assigned to you? If so how?

Documents attached (please tick)

1. Age proof of child
2. Proof of class/school along with examination date sheet.
3. Medical certificate by the doctor that mother's care is required at home.

Teacher in charge's recommendation

Date: _____ Signature of applicant _____

For office use

Dealing Assistant

S.O. (Admn.)

Principal

