



ಭಾರತೀಯ ಮಾಹಿತಿ ತಂತ್ರಜ್ಞಾನ ಸಂಸ್ಥೆ ರಾಯಚೂರು
भारतीय सूचना प्रौद्योगिकी संस्थान रायचूर
Indian Institute of Information Technology Raichur

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY RAICHUR
HOSTEL LEAVING / OUTSTATION LEAVE FORM

Form No.: _____ Academic Year: _____ Date of Application: _____

A. STUDENT PARTICULARS

Name of Student		Roll No.	
Programme / Branch		Semester	
Hostel / Block / Wing		Room No.	
Student Mobile No.		Email ID	

B. LEAVE / TRAVEL DETAILS

Date & Time of Leaving		Expected Date & Time of Return	
Destination / Place of Stay		Purpose of Leave	
Mode of Travel		Local Contact No.	
Emergency Contact Person		Emergency Contact No.	

C. REQUIRED APPROVALS / ATTACHMENTS

Requirement	Yes	No
Guardian/Parent consent attached	()	()
Faculty Advisor's written/email permission attached	()	()

D. STUDENT DECLARATION

I request permission to leave the hostel for the period stated above. I confirm that the information provided is correct, that my guardian/parent is aware of this leave, and that I will comply with Institute and Hostel rules during the period of absence. I understand that submission of this form does not by itself constitute permission to leave the hostel; prior written approval of the Warden is required.

Student Signature: _____

For Office Use Only

HOSTEL OFFICE VERIFICATION

Verified By	Hostel Superintendent / Authorized Staff	Date & Time	
Remarks		Signature	

WARDEN'S APPROVAL

Decision	() APPROVED () NOT APPROVED	Date	
Remarks		Signature	