

PARTICIPATION IN CO-CURRICULAR ACTIVITIES REQUISITION FOR ATTENDANCE OF INDIVIDUAL

1. Student Details: -

Roll No Name Class Section Specialization

2. Full description of the Activity: -

3. What was the urgency? Why it was not carried out during nonacademichours?

4. Who authorized you to undertake the activity? (Write the full Name andDesignation of the authority) .

5. Are you aware that only the Principal/Faculty In charge can authorize such activity during class hours? (Yes or No) .

6. What was the date, time and duration of the activity? Requisition is required for what date and time: -

Date (s) Time What was the subject covered in the class during this period From To

7. I, (name) hereby certify that the information furnished above is correct.

Date: 2022 Signature of the Student Remarks of the

Faculty InCharge:

I Certify the fact mentioned above Recommended/Not Recommended

Date: 2020 Signature of the Faculty InCharge

Remarks of the Principal: Based on the above remarks/recommendations, the requisition for the attendance on behalf of co-curricular activities are

Approved/ Not Approved

Date : 2020 (Signature of the Principal)

