



འབྲུག་རྒྱལ་འཛིན་གཞུག་ལག་སློབ་མེ།  
འཛིགས་མེད་རྣམ་རྒྱལ་བཟོ་རིག་མཐོ་རིམ་སློབ་གླུ།

Royal University of Bhutan

Jigme Namgyel Engineering College, Dewathang



**Medical Leave Application Form**

To

Date.....

The Dean of Student Affairs,

JNEC: Dewathang

Sub: **Application for Medical Leave**

Sir,

I, Mr./Ms. ...., Student No..... of .....

(Class) would like to take medical leave w.e.f ..... to .....

for the following reason

.....

I hereby declare that I am aware of the college academic rules and regulations and be liable to actions as per college rules and regulations. I assure college management that I shall abide by the college rules and regulations.

.....  
*Signature of Student*

**Verified & Recommended by HoD:**

.....  
Mr./Ms. .... (Name & Signature of HoD)

**Verified by SSO**

.....  
*Signature of SSO*

**Approved by Dean, SA**

.....  
*Signature of Dean, SA*

Copy to:

1. DAA, HoD & CoE for necessary information & follow up
2. Personal file of above student for records





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*Signature of SSO*

**Approved by Dean, SA**

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*Signature of Dean, SA*

Copy to:

1. Head of Department for necessary information and follow up.
2. Personal file of above student for records.

