**St. Joseph's College**

Form F

**Application for Temporary Leave from Lessons (Summer Time)**

**A. Details of Applicant**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Student-in-charge:** |  | | **Class:** | |  | | | **No.:** | | |  | |
| **Club/Society:** |  | | | | | | | | | | | |
| **Teacher-in-charge (TIC):** |  | | | | | | | | | | | |
| **Purpose/ Reason:** |  | **Promotion at:** | | **S1** | | **S2** | **S3** | | **S4** | **S5** | | **S6** |
|  | |  |  | |  |  | |  |

**B. Details of Application**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Lesson** | **Date:\_\_\_\_-\_\_\_\_-\_\_\_\_\_\_\_\_ *\**Day: Mon / Tue / Wed / Thu / Fri** | | | | | | | |
| **Student 1** | | | | **Student 2** | | | |
| **Name** | | **Class** | **No** | **Name** | | **Class** | **No** |
| ***Subject*** | ***Signature of Subject Teacher*** | | | ***Subject*** | ***Signature of Subject Teacher*** | | |
| ***#*1** |  | | | |  | | | |
| **2** |  |  | | |  |  | | |
| **3** |  |  | | |  |  | | |
| **Recess** | | | | | | | | |
| **4** |  |  | | |  |  | | |
| **5** |  |  | | |  |  | | |
| **6** |  |  | | |  |  | | |
| **Lunch** | | | | | | | | |
| **7** |  |  | | |  |  | | |
| **8** |  |  | | |  |  | | |
| **9** |  |  | | |  |  | | |

***# Application for being excused from the 1st lesson is NOT permitted.***

***\* Delete as appropriate.***

**C1. Approval**

|  |  |
| --- | --- |
|  |  |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **TIC:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **ECAC: Kwok T M/ Tam C Y** |

**C2. Approval *(leaving the school campus)***

|  |
| --- |
|  |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Principal: Ching K B** |