**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)***

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