***Form S4******Duly filled form should be submitted***

***to the Office of the Dean by the Student***

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| **Student Leave Request Form**  **Faculty of Management**  **University of Peradeniya** | |
| 1. **Registration No:** |  |
| 1. **Name with Initials: (Mr./Ms.)** |  |
| 1. **Mailing Address:** |  |
| 1. **Contact No:** | **Home: Mobile**: |
| 1. **Academic Year:** |  |
| 1. **Current year & Semester:** | **Year: Semester:** |
| 1. **Nature of Request :** | 1. **i. Deferment** 2. **ii. Leave of Absence** |
| 1. **Request in Detail**   (Please annex relevant documents to your request and consult the Senior /Assistant Registrar for details) | |
| ………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………… | |
| ***Documents Attached:***  1…………………………………………………………….…..  2……………………………………………………………….…  3…………………………………………………………….……  I declare that the information provided in this form and the annexed documents are true and correct. I am aware that my request will not be granted if the information in this form is found to be false and incorrect.  Date : ………………….. Signature of Student :……………………………….. | |
| ***Chairman/Students Admissions & Requests Committee***  I am forwarding above request for your recommendation please.  *…………………….……*  *Senior/Assistant Registrar*  *Faculty of Management* | |
| ***Recommendation of Students Admissions & Requests Committee***  *……………………….*  *Chairman/SRC*  *Faculty of Management* | |