

INSTITUTE CLUB REALTED HOSTEL LEAVE FORM

INDIAN INSTITUTE OF INFORMATION
TECHNOLOGY, DESIGN AND
MANUFACTURING, KANCHEEPURAM



भारतीय सूचना प्रौद्योगिकी, अभिकल्पना
एव विनिर्माण संस्थान, कांचीपुरम

(An Institute of National Importance under MoE, GoI)
Melakottaiyur, Off Vandalur-Kelambakkam Road, Chennai-600127
मेलक्कोट्टैयुर, वंडलूर-केलमपाक्कमराड़, चेन्नई-600127

Name of the Hostel Inmate:	
Roll no:	
Hostel Name:	
Room No:	
Reason for Leave:	
Date of Journey (exit from hostels):	
Return Date:	
Destination (complete address):	
Father Name:	
Father Mobile No:	
Mother Name:	
Mother Mobile No:	
Guardians Name:	
Guardians Mobile No	
Inmate's Signature:	
Parents' Consent Attached	Yes/No
PIC Club Name and Signature	

The form must be submitted to the respective hostel office at least **72 hours** prior to departure from the hostel.

*The number of days will be counted based on the actual nights spent outside the hostel, regardless of academic class schedules.

If parents are not comfortable with English, they may send the equivalent message in their native language via text. Hostel Office Phone Number: 8778400261

Approval of Warden