

Form: H1**INSTITUTE GENERAL HOSTEL LEAVE FORM (Less than seven days)**

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
मेलक्कोटैयुर, वंडलूर-केलम्पाक्कमराड़, 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:	

The form must be submitted to the respective hostel office at least **48 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.

Approval of Warden