



दीन दयाल उपाध्याय कॉलेज
DEEN DAYAL UPADHYAYA COLLEGE
 (दिल्ली विश्वविद्यालय) (UNIVERSITY OF DELHI)
 दिल्ली रा. रा. क्षेत्र सरकार द्वारा 100% वित्त पोषित, 100% funded by Govt. of NCT of Delhi
 सेक्टर -3, द्वारका, नई दिल्ली Sector-3, Dwarka, New Delhi – 110078
 दूरभाष/Tel. 011- 41805580, 45051037, Website: <https://dducollegedu.ac.in>

For Office Use

Date _____

Diary No. _____

Application for Concession for Practice/Rehearsal Session

I _____ (Name) Student of _____ (name of the course), Semester _____ with College Roll No. _____ would like to attend practice/rehearsal session for the preparation of (name of the activity) _____ Intercollege/University/State/National/International _____ (Sports/ECA Activity) to be held on _____ (DD/MM/YYYY).

I request to kindly grant me permission for attending the practice/rehearsal session from _____ (DD/MM/YYYY) to _____ (DD/MM/YYYY).

I understand that the I will be awarded a relaxation of 2 Hours per day subject to a maximum of 30 Hours in a Semester for any kind of practice/rehearsal session for all activities under Student Activity Board/Sports taken together.

Date and Signature of the Student: _____

Name of the Student : _____

Roll No. of the Student : _____

Note:

- For ECA Activities - The Application shall be forwarded by Convenor-Student Activity and Convenor, Student Activity Board
- For Sports Activities - The Application shall be forwarded by Convenor-Sports Committee

Forwarded By

Name and Signature
Convenor
Student Society

Name and Signature
Convenor
Student Activity Board

Name and Signature
Convenor
Sports Committee

Recommended/Not Recommended

Principal

For Office Use Only

Checked and verified the documents attached by the student and calculation of benefit based on the same is given below:

Actual Attendance	
Period of Absence	
Actual Days minus Closed Days	

The Above-mentioned information has been compiled in an EXCEL Sheet for the _____ (Month/YYYY) which shall be shared with the attendance committee in second week of every month.

Dealing Assistant

S.O. (Admin)

Admin. Officer

Convenor Attendance Committee

Principal