

Appendix 10



STATE COUNCIL FOR OPEN AND LIFELONG EDUCATION-KERALA
DIPLOMA IN COMPUTER APPLICATION (DCA) EXAMINATION, 20...

APPLICATION FOR CONDONATION OF SHORTAGE OF ATTENDANCE

1. Name of Study Centre:			
2. District of Study Centre:			
3. Name of the candidate as per the Admission Register [<i>in block letters</i>]	:		
4. Postal address of the candidate as per the Admission Register :			
5. Total No. of working hours during the academic year:			
6. No. of hours present:		7. No. of hours absent:	
8. Minimum percentage of attendace prescribed			
9. Percentage of hours for which condonation is required			
10. Reason for absence			
11. Particular of condonation fee remitted			
Chalan No.	Chalan Date	Fees Remitted(₹)	Name of Post office

Signature of the candidate

RECOMMONDATION OF THE PRINCIPAL

Certified that timely application for leave was made and leave has been granted. Condonation was granted / not granted to the student previously.

Name and Signature of Principal

Place:

Date:

(Office Seal)