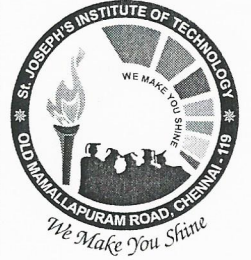


You Choose, we Do it
St. Joseph's College of Engineering
We Make you Shine
St. Joseph's Institute of Technology
St. Joseph's Group of Institutions
OMR, Chennai-600 119
ON DUTY FORM



Date of on Duty: _____

(or)

Dates of On Duty required From: _____ To _____

Total No. of Students	(in No)	(in words)	Total No. of Days	(in No)	(in words)
	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Name of the Competition : _____

Place of the Competition : _____

Name of the Exam (for ABHS only): _____

S. No	Name of the Student	Roll Number	S. No	Name of the Student	Roll Number
1.			11.		
2.			12.		
3.			13.		
4.			14.		
5.			15.		
6.			16.		
7.			17.		
8.			18.		
9.			19.		
10.			20.		

RECOMMENDED BY :

Dept. Attendance } In-Charge Name: } Sign:	Dept. HOD Name: Sign :
ABHS } In-Charge Name: } Sign :	Cultural } In-charge Name: } Sign :
Placement and Training } In-charge Name: } Sign :	Others : Name: Sign:

Chairman & Managing Director

- Note:
1. Competition Pamphlet / Proof of Exam/ Letter from the Colleges/Sports Club should be enclosed
 2. This form should be submitted at least one day in advance at the Managing Director's Office.
 3. One copy of this should be handed over by the Student(s) to his/her **Dept. Attendance In-charge** and the original on duty form to **Year In-charge** after the approval by the Chairman & Managing Director.

150617 all