

# HKGSA REGIONAL SWIMMING TRAINING SQUAD

## 中國香港游泳總會地區青年游泳訓練組

### Leave Application Form for Coach / 教練請假申請表

**Name:** \_\_\_\_\_ **中文姓名:** \_\_\_\_\_

**Belonging Region / 所屬地區 :** *(Please tick which is appropriate / 請剔所選擇項目)*

- Hong Kong Island 香港       Kowloon East 九龍東       Kowloon West 九龍西
- New Territories 新界

**Leaving Period 請假日期 :**

From / 由 : \_\_\_\_\_ To / 至 \_\_\_\_\_

No. of lessons absent / 缺席堂數 : \_\_\_\_\_

**Reasons of Leave:** *(Please tick which is appropriate / 請剔所選擇項目)*

- Leave for attending training course 出席訓練課程  
(please provide relevant timetable / 請提供有關上課時間表)
- Study Leave for Examination 出席考試  
(please provide relevant examination timetable / 請提供有關考試時間表)
- Sick Leave 病假 (please provide Medical Certificate / 請提供醫生證明)
- Leave for outside training and/or competitions 出外訓練 / 比賽  
(please provide competition programme or certified letter from Club / 請提供比賽賽程或屬會證明信)
- Others 其他 (Please specify / 請註明: \_\_\_\_\_ )

\_\_\_\_\_  
Coach's Signature

教練簽署

\_\_\_\_\_  
Coach's Name in Block Letter

教練姓名 (請用正楷填寫)

\_\_\_\_\_  
Date

日期

.....  
**For Official Use only:**

Received on: \_\_\_\_\_

Checked by: \_\_\_\_\_