UNIVERSITY OF DELHI
ESTAB. Br. II (I)

APPLICATION FOR LEAVE

1. Name of Applicant: ________________________________

2. Post held: ____________________________ (Ad-hoc/Temporary/Permanent)

3. Section: __________________________________________________________________________

4. Nature of Leave applied for: ________________________________

5. Period of leave applied for: _______________ days from ___________ to _______________

6. Saturdays/Sundays and holidays if any proposed to be prefixed / suffixed to leave __________________________________________________________________________

7. Grounds on which leave is applied for: ________________________________
   ______________________________________________________________________________________

8. Address during leave: ________________________________
   ______________________________________________________________________________________

Dated ________________

Signature of Applicant