

INTERNATIONAL ISLAMIC UNIVERSITY
Faculty of Engineering & Technology

1. *Name of Applicant* : _____
2. *Leave Rules Applicable* : _____
3. *Post Held* : _____
4. *Faculty/Institute/Academy/Section* : _____
5. *Pay* : _____
6. (a) *Nature of Leave Applied for* : _____
- (b) *Period of Leave in Days* : _____
- (c) *Date of Commencement* : _____

Dated: _____ : _____

SIGNATURE OF APPLICANT

- 7 *Remarks and Recommendations of the concerned Vice President/Dean/Director/Sectional Head*

Dated _____

SIGNATURE & DESIGNATION

8. *certified that the leave applied for is admissible under Statute(s)_____ and necessary conditions are fulfilled.*

Dated _____ : _____
SIGNATURE & DESIGNATION

9. *Orders of the Sanctioning Authority*

Dated _____ : _____
SIGNATURE & DESIGNATION