

**INTERNATIONAL ISLAMIC UNIVERSITY, ISLAMABAD**

- 1. Name of Applicant: \_\_\_\_\_
- 2. Leave Rules Applicable: \_\_\_\_\_
- 3. Post Held: \_\_\_\_\_
- 4. Faculty/Institute/Academy/  
Centre/Section: \_\_\_\_\_
- 5. BPS: \_\_\_\_\_
- 6. Nature of leave applied for: \_\_\_\_\_
- 7. Period of leave in days: \_\_\_\_\_
- 8. Date of commencement: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature and Designation

- 9. Remarks and recommendations of the concerned  
Supervisor/Incharge:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature and Designation

- 10. Remarks and recommendations of the concerned  
Vice President/Dean/ Director/Sectional Head:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature and Designation

- 11. Certified that the leave applied for is admissible  
under Statutes (s) \_\_\_\_\_ and necessary  
conditions are fulfilled.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature and Designation

- 12. Orders of the sanctioning authority:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature and Designation