

GOVERNMENT ENGINEERING COLLEGE BARTON HILL, TVPM
APPLICATION FOR DUTY LEAVE

Name of Student :

Branch & Semester :

Roll No. & Register No. :

Period for which Duty leave is applied :

Purpose of Duty leave :

Whether the Duty is listed in KTU Regulations :

Documents attached for proof of duty leave :

Whether availed Duty leave earlier :

If yes, give the details :

I declare that the particulars furnished above are true and undergo appropriate punishment imposed by the Government/ University/ College, if any of the furnished data is found false subsequently.

Signature of the student with date :

Recommendation of the Staff-in-Charge of Duty: Recommended/Not Recommended
Signature of the Staff-in-Charge of Duty :

Recommendation of the Staff Advisor : Recommended / Not Recommended

Dated Signature of the Staff Advisor :

Recommendation of Head of the Department: Recommended/ Not recommended

Dated Signature Head of the Department :

Sanction of Duty Leave : Sanctioned / Not Sanctioned

Dean (UG Studies)

NB:- Attach Documents for the proof of Duty leave applied.