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	:
·	furnished above are true and undergo appropriate University/ College, if any of the furnished data is
found false subsequently.	Offiversity/ College, if any of the fulfillshed data is
Signature of the student with date	ï
Recommendation of the Staff-in-Charge Signature of the Staff-in-Charge of Duty	of Duty: Recommended/Not Recommended :
Recommendation of the Staff Advisor	: Recommended / Not Recommended
Dated Signature of the Staff Advisor	:
Recommendation of Head of the Depart	ment: Recommended/ Not recommended
Dated Signature Head of the Departmen	nt :
Sanction of Duty Leave	: Sanctioned / Not Sanctioned

Dean (UG Studies)

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