

Application for Leave - Temporary Academic Staff

Department of Economics and Statistics

Name of the Applicant:	:	
Number of Days Applied for:	:	
Date of Commencement of Leave:	:	
Reason for taking Leave (Sick/Other)	:	
Arrangement of work of Applicant:	:	
Telephone No. of Applicant During Leave Period:	:	
Signature of Applicant:	:	
<i>Office use only</i>		
Total leave taken under current month	:	
Date of Expiry of Appointment	:	
Recommendation of Head of the Department:	:	

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