

**IISER BHOPAL**  
**(APPLICATION FOR CASUAL / SPECIAL CASUAL LEAVE)**

The \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Name \_\_\_\_\_

2. Designation \_\_\_\_\_ 3. Personal File No. \_\_\_\_\_

4. Leave applied for \_\_\_\_\_ days from \_\_\_\_\_ to \_\_\_\_\_

5. Purpose \_\_\_\_\_

8. Leave address, if going out of station \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Recommending Authority

विभागाध्यक्ष  
Head of the Department / Institute