

IISER BHOPAL
**Leave application for Earned Leave/Half Pay Leave/Extra-ordinary
Leave/Commuted Leave/Vacation Leave**

1. Personal File No. _____ 2. Name _____
3. Designation _____ 4. Department/Section _____
5. Leave applied for _____ days from _____ to _____
6. Nature of Leave _____ 7. Purpose _____
8. Address during leave _____

Date _____

Signature of Applicant _____

Recommending Authority

विभागाध्यक्ष
Head of the Department / Institute