



ACADEMIC OFFICE  
**NATIONAL INSTITUTE OF TECHNOLOGY**  
TIRUCHIRAPPALLI - 620 015, TAMIL NADU, INDIA

**Student Leave Application Form (MS and Ph.D)**

Name	:	
Roll Number	:	
Category	:	Regular / External / QIP / Project / Staff / Others
No. of Days	:	
Duration	:	From: _____ To : _____
Nature of Leave	:	Casual Leave / Permission to attend scientific event / workshop (if sponsored with financial support)**
Reasons	:	
Date	:	
Signature of the Student	:	

<b>Leave at credit</b>	:	
<b>Leave now applied</b>	:	
<b>Balance of Leave</b>	:	

**Office Assistant**

Recommended / Not Recommended

**Signature of the Guide**

Recommendation of the Recommending Authority : Recommended / not recommended

Decision: Leave sanctioned / not sanctioned

**Signature of the sanctioning authority with date \*\***  
**Head of the Department**

The Ph.D. / MS (by Research) / M.Tech. are eligible only for casual leave. Participation of any of these categories in any scientific event /workshop in India or abroad will be treated as 'Duty'. (F.NO.17-2/2014-TS.I dated 18<sup>th</sup> February, 2015)