





# गुजरात केन्द्रीय विश्वविद्यालय

(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

## CENTRAL UNIVERSITY OF GUJARAT

(Established by an Act of Parliament of India, No 25 of 2009)

12. Name and Designation of the Employee to whom the charge is given.....

.....

13. Details of last availed Duty Leave: From ..... To .....

No. of Days.....

14. The balance of Leave is ..... Days.

Signature of Dean

Dated: .....

Vice-Chancellor

(Sanctioning Officer)

Note:

1. At no time more than 20% of the strength of teachers on rolls of a Department/ Centre shall be allowed to be absent on extraordinary leave/study leave and/or sabbatical leave.
2. Faculty member should not leave station till the order sanctioning leave has been issued.

(For Office Use Only)

The Duty Leave applied for is admissible. After availing of the above leave, the number of Duty Leave to the credit of the Dean is .....

Dealing Asstt.(HR)

Deputy Registrar (Admn/HR)

Registrar