

(Clause 5)

**Motilal Nehru National Institute of Technology Allahabad
Leave Application**

Head of the Department

Kindly allow me to avail Leave/Leave on Duty from.....to.....
.....for.....days and station leave from date.....time.....to.....

Date.....Time.....My address during leave will be as below.

Address:

Yours Sincerely

Name:

Registration No.

Dated:

For Official use

Recommended/Not Recommended:

Supervisor(s) Convener DMPC

Approved by: Head of the Department