



राष्ट्रीय खेल विश्वविद्यालय, इम्फाल, मणिपुर

भारत सरकार, युवा कार्यक्रम एवं खेल मंत्रालय

(केन्द्रीय विश्वविद्यालय)

NATIONAL SPORTS UNIVERSITY, IMPHAL, MANIPUR

(A Central University)

(Government of India, Ministry of Youth Affairs and Sports)

APPLICATION FOR LEAVE

(Earned Leave / Commuted leave / Duty leave / Maternity leave / Paternity leave / Extra-ordinary leave, etc) (with / without station leave permission)

1. Name of the Applicant : _____
2. Designation : _____
3. Department / Section : _____
4. Pay Level : _____
5. Nature of leave applied for : _____
6. Period for which leave is applied for : _____ Days, From _____ To _____
7. Sunday/holidays, if any proposed to be prefixed/suffix to leave (With no. of days) : Prefix _____ Suffix _____
8. Ground/Purpose of leave applied : _____
9. Whether leave travel concession
Is proposed to be availed during the leave
Applied for, if yes specify the Block Year : _____
10. Contact Number, If any during leave period : _____
11. Address during leave period : _____

12. Leave Arrangement : _____

Date: _____

Signature of the Applicant

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Remarks/Recommendation of the Controlling Officer

Signature (with date)
(Office Seal)