



भारतीय प्रौद्योगिकी संस्थान कानपुर
Indian Institute of Technology Kanpur
अधिष्ठाता प्रशासन कार्यालय
Office of Dean, Administration

Application for Casual/ Annual Leave

Date:

The _____

IIT Kanpur

1. Name:
2. Designation:
3. Personal File No:
4. Leave applied for: _____ days From: _____ To: _____
5. Purpose/comments:
6. Leave Address, if going out of Station:

Signature of applicant:

Date: _____

Leave Sanctioned/ Not Sanctioned

Head of Department/Section