INDIAN INSTITUTE OF TECHNOLGY, BOMBAY
DEPARTMENT OF HUMANITIES AND SOCIAL SCIENCES

Leave Application form for Postgraduate Students
(Ph.D/M.Tech/M.Des/D.I.I.T/M.Phil.)

To

Head

Department of Humanities and Social Sciences

Indian Institute of Technology, Bombay

. Date :

1.   Name   :

2.   i) Department   :

     ii) Elective   :

     iii) Roll No.   :

     iv) Date of Joining   :

     v) Hostel No.   :

3.   Dates on which leave required   :

4.   Reasons for leave
     Supporting documents (if any)   :

I understand that leave cannot be availed of unless sanctioned by the Competent Authority.

_____
Signature of the Student

5.   Recommendations of the Guide/Faculty Advisor

_____
Signature of the Guide/
Faculty Advisor

6. He/She is eligible for (15/30/45)* days leave out of which He/She has availed of
_____ days of the leave so far.*

Orders of Sanctioning Authority.

i. Leave granted with Scholarship
ii. Leave granted without Scholarship
iii. Leave not granted

Head of the Department

Note: For grant of Special Leave beyond the permissible limit, the application is to be referred to the Dean of Academic Programmes.

Leave admissible : M.Tech./M.Phil. 15 days / Ph.D. 30 days/CSIR 45 days.