

SREE NARAYANA GURU COLLEGE, CHELANNUR

APPLICATION FOR CASUAL LEAVE

1. Name of applicant :
2. Designation :
3. Department :
4. No. of days and date of leave required :
5. No. of CL already availed during the current year :
6. Reason for taking leave :
7. Signature of the applicant with date :
8. Recommendation of the head of the office :
9. Sanction order & signature of head of institution :

SREE NARAYANA GURU COLLEGE, CHELANNUR

APPLICATION FOR CASUAL LEAVE

1. Name of applicant :
2. Designation :
3. Department :
4. No. of days and date of leave required :
5. No. of CL already availed during the current year :
6. Reason for taking leave :
7. Signature of the applicant with date :
8. Recommendation of the head of the office :
9. Sanction order & signature of head of institution :