



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर
हमीरपुर (हि.प्र.) – 177 005 (भारत)
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR
HAMIRPUR (H.P.) - 177 005 (INDIA)
(An Institute of National Importance under Ministry of HRD)

Annexure: DPP-21
Clause-12.3

On-duty Leave Application Form

To
The Dean (Academic)

Sir,

Kindly allow me to avail On-duty leave from..... to.....for.....days as:

(i) I have to attend the (event name).....to be held at
.....for
.....(The proof for attending the event must be attached).

I have attended.....no. of activities in current academic year and overall I have attendedno. of activities till date.

(ii) I want to carry out Data collection/ field survey/ experimental studies at
..... which would be needed to carry out the thesis work smoothly.

I have availed a total of on-duty leaves for Data collection/ field survey/ experimental studies, till date.

Further, I certify that I have already completed my PhD Course Work successfully.

Yours sincerely

(Signature)

Name:

Registration No.:

Date:

For Official use

Recommended by: Supervisor

Forwarded by: Convener, DDPC HoD/HoC

Approved by: Dean(Academic)

Recorded in Research Scholar's File in the Academic Section and the concerned Department
Signature of staff of Academic Section/ concerned Department