



**NATIONAL INSTITUTE OF TECHNOLOGY
ANDHRA PRADESH**
Tadepalligudem-534101, West Godavari District, AP, India

LEAVE APPLICATION FORM FOR ADHOC AND OUTSOURCED EMPLOYEE

Date:

Name of the Staff: _____

Department : _____

Position : _____

No. of Days & Dates of leave: _____

Reason : _____

Alternate arrangements details

Date	Class(Sem/Branch/Sec/Hr/Sub code)	Alternate Arrangement Name & Signature	Alternate Arrangement Compensation(Date/Hour)

Signature of the Staff with date: _____

Recommendation of the HOD with date: _____

Registrar/Associate Dean



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