



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY UNA  
HIMACHAL PRADESH**

An Institute of National Importance under MoE

**Saloh, Una – 177 209**

Website: [www.iiitu.ac.in](http://www.iiitu.ac.in)

Date: \_\_\_\_\_

**LEAVE APPLICATION**

1. Name & Designation : \_\_\_\_\_
2. Period of leave required : \_\_\_\_\_
3. Purpose : \_\_\_\_\_
4. Type of leave : \_\_\_\_\_
5. Address of applicant during leave : \_\_\_\_\_
6. Casual Leave Admissible : \_\_\_\_\_
7. Leave Availed Including this Leave : \_\_\_\_\_
8. Balance Available : \_\_\_\_\_

**Alternative Arrangement**

Sr. No.	Name	Designation	Department	Signature
1.				

**Signature of Applicant**

**Sanctioning Authority**