

**SCHOOL OF VLSI DESIGN AND EMBEDDED SYSTEMS**  
**NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA**  
**Leave Application for M.Tech Students**

1.	<b>Year :</b> 1st / 2nd	<b>Sem. :</b> I / II / III / IV	VLSI / Embedded	
2.	Roll No.	3. Name of the student		
4.	Leave Duration (no. of days)			
5.	Period (From - to) with prefix/suffix is any	From Prefix	To Suffix	
6.	Purpose of Leave			
7.	Whether leaving Kurukshetra station? (Yes/No). If leaving, write contact/mobile No. during Leave			
8.	Load arrangement, If required	Date	Period No.	Subject Name/Code
9.	Signature of the student with date			
10.	Whether leave to be recommended for approval?		Yes / No	
11.	Name and signature with date of the faculty member under whom the above mentioned M.Tech student id associated	Name		Signature with date

**For Office use only:**

1.	Page no. of the Register	
2.	Total (No. of days) Leave allowed	
3.	Leave availed	
4.	Leave applied for	
5.	Balance Leave	
6.	Name and Signature of the Dealing Clerk/Person	
7.	Signature of the Coordinator (M.Tech) for approving leave	