



Avinashilingam Institute for Home Science and Higher Education for Women

(Deemed to be University under Category 'A' by MHRD, Estd. u/s 3 of UGC Act 1956)

Re-accredited with 'A' Grade by NAAC. Recognised by UGC Under Section 12 B

Coimbatore - 641 043, Tamil Nadu, India

School of Engineering

(Approved by AICTE)

Ayya Avinashilingam Nagar, Varapalayam, Thadagam post, Coimbatore-641 108. Tamil Nadu

APPLICATION FOR CASUAL LEAVE – NON-TEACHING

Name :

Designation :

Casual Leave for.....day(s) on / from.....to.....

Purpose:

Whether applicant propose to leave headquarters during casual leave.....

Alternate arrangements:

Date :

Signature of applicant

FOR OFFICE USE ONLY

No. of CL already availed of.....

No. of CL still at credit of.....

No. of CL entered in the CL Register vide Page No:.....

Manager

Head

Dean