

Privilege Leave

SAINTGITS COLLEGE OF APPLIED SCIENCES  
Kottukulam Hills, Pathamuttom P.O, Kottayam  
Application form for Leave

Date 4/3/23

Faculty Name Syoasna P Faculty Code PS

Designation Asst. Prof Department Bls. Dept of Comp. Appln & AI

Medical Leave Applied for (Date) 3/3/23 Medical Casual Leave already availed 2

Reason for Leave Personal

Substitution Details (Details of alternate arrangements made including day officer duty & others if any)

Sl.no	Class name	Hour / Hours	Faculty adjusted with
1	M.Sc 54	5	Bun Sri



Signature of the Applicant

For Office Use only

Recommended by HOD

Sanctioned / Not Sanctioned  
Principal  




