



**ISLAMIC UNIVERSITY OF SCIENCE & TECHNOLOGY
AWANTIPORA, KASHMIR [IUST]**

Application for seeking Station Leaving Permission

The Registrar,
Islamic University of Science & Technology,
Awantipora

(Through Proper Channel)

Sir,

This is to inform that I _____ working as _____
_____ in the department of _____ shall be out of
station from _____ to _____ for the (purpose) _____
_____. I may kindly be granted permission for leaving the station for
the aforesaid period.

I shall be on _____ leave during the period and I am attaching sanction order of the
same herewith.

I shall be available on the following address during the period:

_____ Mob: _____

Sign. _____

Name. _____

Dated: _____

Remarks/Recommendations of the Head , I/C Head of the Department:

Dated : _____ Signature with stamp: _____

Remarks /Recommendations of the Dean of the School:

Dated: _____ Signature with stamp _____

Remarks of the Registrar Office:

Dated: _____ Assistant /Deputy Registrar _____

Orders of the Vice Chancellor:
