



QUAID-E-AWAM UNIVERSITY
OF ENGINEERING, SCIENCE & TECHNOLOGY, NAWABSHAH
Ph. 0244-9370373 Fax. 0244-9370367, website. www. quest . edu . pk

APPLICATION FORM FOR LEAVE OTHER THAN CASUAL
LEAVE VIZ PRIVILEGE LEAVE ETC
For BPS-2 to 16 Only

1. Applicant's name and designation _____

2. Name of Department _____
3. The date of expiration of application
last leave (Privilege / Medical) _____
4. Extent and nature of leave now applied for _____
5. Date from which leave is solicited _____
6. Circumstance in which leave is applied
for (in case the leave applied on
medical grounds, medical certificate be
attached) _____
7. Does the applicant wish to leave
Nawabshah ? If so address at which
he can be found may be given. _____

(Signature of the applicant)

Remarks of the Superior _____

Signature of the Supervisor

For Registrar's Office Use only

Earned Leave in Balance _____

Recommendations of the Dy. Registrar _____

Dy. REGISTRAR

REGISTRAR
(Approving Authority)