



Avinashilingam Institute for Home Science and Higher Education for Women

(Deemed to be University Estd. u/s 3 of UGC Act 1956, Category A by MHRD)
Re-accredited with A++ Grade by NAAC. CGPA 3.65/4, Category I by UGC
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 :

Department :

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

Purpose:

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

If, Yes give Address :

Alternate arrangements:

Date :

Signature of the 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:.....

Seat Asst.

Head

Dean