



Shree Chanakya Education Society's  
**INDIRA COLLEGE OF ENGINEERING & MANAGEMENT**  
Parandwadi, Pune 410506

**CASUAL / COMPENSATORY LEAVE APPLICATION**

Date: .....

Name: ..... Designation & Dept.: .....

Leave applied for ..... days. From: ..... To: .....

Reason: .....

Signature of Applicant

Leave recommended / Not recommended	Casual Leave Account CL Due .....	Leave recommended / Not recommended	Leave recommended / Not recommended
	CL Availed .....		
	Balance CL .....		
<b>Signature of HOD</b>	<b>Dealing Clerk</b>	<b>REGISTRAR</b>	<b>DIRECTOR</b>



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