



तमिलनाडु केन्द्रीय विश्वविद्यालय

(संसद द्वारा पारित अधिनियम 2009 के अंतर्गत स्थापित)

CENTRAL UNIVERSITY OF TAMIL NADU

(Established by an Act of Parliament, 2009)

नीलक्कुडी परिसर/Neelakudi Campus, कंगलान्चेरी/Kangalancherry,

तिरुवारूर/Thiruvārūr - 610 101

CUTN – 29(26) / 2016 – Reg. Sec/232

6th October 2016

CIRCULAR

It is observed during recent days that the leave request from Faculty members were not in appropriate format and requests are not reaching the section in time. Hence, all faculty members are again requested to submit their corresponding leave application only in the prescribed format which is available in the University website prior to availing the leave.

The leave application format need to have forwarded by the Head of the Department and class adjustments made during the period of absence. The women faculty applying for Child Care Leave (CCL) should obtained prior Administration approval.

Copy to:

1. Heads / Head (I/c) / Coordinator of all Departments.
2. All Faculty
3. PS to VC

8/10/16
06/10/2016
Registrar

Dr. S. Bhuvaneshwari / डॉ. एस. भुवनेश्वरी

Registrar / कुलसचिव
Central University of Tamil Nadu
तमिलनाडु केन्द्रीय विश्वविद्यालय
Thiruvārūr / तिरुवारूर - 610 101.