



**SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES AND TECHNOLOGY
TRIVANDRUM - 695 011, KERALA, INDIA**

An Institute of National Importance under Government of India with the status of
University established by an Act of Parliament (No. 52 of 1980)

DIVISION OF ACADEMIC AFFAIRS

Application for Medical Leave

(This form is applicable for PhD students only; to be submitted with medical certificate)

Name of the applicant :
Registration number :
Name of the guide :
Number of days of medical leave :
required *

* Note: (1) For Institute fellows the maximum number of days permitted per year with fellowship is 10 days. This will be sanctioned by Division of Academic Affairs. (2) For all applicants who require more than 10 days, their leave is sanctioned by the director based on the recommendations of the guide, Deputy Registrar, Associate Dean (PhD program) and Dean.

I herewith attach a medical fitness certificate from a registered medical practitioner.

Signature of the student with date

Recommendation of the guide

Signature of the guide with date

For Office Use Only:

Sanctioned (If less than 10 days) / Forwarded for approval (If more than 10 days)

Deputy Registrar

Associate Dean (PhD Program)

Dean

Director

Routing: Below 10 Days: Student → Guide → Student → DR

Above 10 Days: Student → Guide → Student → DR → Associate Dean → Dean → Director →
Dean → DR