



# AGRICULTURE UNIVERSITY JODHPUR

## APPLICATION FOR CHILD CARE LEAVE

1.	Name of the Applicant	:	
2.	Designation	:	
3.	Dept/Office/Section	:	
4.	Detail of Child/Children	:	Name
			Gender
			DoB
5.	Name of Specially abled child, if any	:	
6.	Name of Child for whom Child Care Leave is applied for	:	
7.	Date of Birth of the Child	:	
8.	Date on which child will be attaining age of 18 years	:	
9.	Is the child among the two eldest Children	:	Yes / No
10.	Period of Leave & Number of the Days Prefix/Suffix of holidays, if any	:	From..... to..... Total Days.....
11.	Reason (s) for leave applied for	:	
12.	(a) Total Child Care Leave availed in current calendar year	:	
	(b) Total Child Care Leave availed till date	:	
13.	(a) Whether permission to leave station is required	:	Yes / No
	(b) If Yes, write address during leave period	:	
14.	Date of return from last leave & nature and period of that leave	:	
15.	<b>It is mandatory to attach the proforma for maintaining child care leave account: ....Attached</b>		

Date:-.....

Signature of Applicant

16. Remarks of Controlling Officer:

Recommended / Not recommended, Please write comments: .....  
Official Forwarding No.....Date.....

Signature and seal of Controlling Officer

17. Comments of the concerned Dean/Director (if applicable):

.....

Signature and seal of Dean/Director

18. Leave Sanctioning Authority :- Sanctioned/Not Sanctioned

Date: .....

Signature: .....

Designation: .....

