



**SRI VENKATESWARA COLLEGE : DHAULA KUAN : NEW DELHI – 110 021**

Ref.No.SVC/S.L./2024

29.04.2024

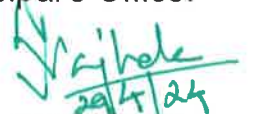
**NOTICE**

It has been decided to convene the Leave Advisory Committee of the College twice in an academic year i.e. in May (for July to December semester) and in October (for January to June semester) to recommend the cases for grant of Child Care Leave, Study Leave, Sabbatical Leave etc. by the College Governing Body.

The faculty, who are desirous to apply for grant of Child Care Leave, Study Leave, Sabbatical Leave, Extra Ordinary Leave etc. during the academic session 2024-25, are requested to submit their applications, through the Teacher-in-Charge, in the Principal's office on or before 6<sup>th</sup> May, 2024 to place before the Leave Advisory Committee for its recommendations.

Further, those who have already applied for grant of Study Leave/Child Care Leave/Sabbatical Leave/Extra Ordinary Leave etc. are also requested to submit their applications again and get the acknowledgement from the Principal's Office.

Copy to: Staff Notice Board/D.A./M.F.

  
29/4/24  
**PRINCIPAL**  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
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