

**INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES**

Deonar, Mumbai - 400 088.

Date: \_\_\_\_\_

**The Director,**  
I.I.P.S., Deonar,  
Mumbai - 400 088.

**Through the Supervisor/Ph.D. Guide.**

**Sir,**

I wish to visit \_\_\_\_\_ for my field study/survey in connection  
(name of the place)  
with my Ph.D. work. I may kindly be permitted for the same. The period of the field work/survey will  
be from \_\_\_\_\_ to \_\_\_\_\_. The total no. of days of leave applied is thus  
\_\_\_\_\_ days (both days inclusive).

During this period my postal address would be as under:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date of IRB's Approval (Attach copy of approval):** \_\_\_\_\_

\_\_\_\_\_  
Signature of the Student

\_\_\_\_\_  
Name of the Student

**Guide's Recommendation:**

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**OFFICE NOTE**

The applicant has requested for \_\_\_\_\_ days leave.

The said leave standing to his/her credit \_\_\_\_\_ days.

The leave applied for is, therefore, admissible as follows.

1. Leave with fellowship \_\_\_\_\_
2. Leave without fellowship \_\_\_\_\_

\_\_\_\_\_  
(Signature of Academic Clerk)

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**REMARK OF THE SANCTIONING AUTHORITY**

The leave applied for is sanctioned / recommended.

\_\_\_\_\_  
Asstt. Registrar (Academic)

\_\_\_\_\_  
Course Coordinator

\_\_\_\_\_  
Director