

**Proforma for Grant of Study Leave for Assistant Professor under  
Goa University Statutes, SC 16.7.2**

1. Name of the Higher Education Institution:
2. Name of the Faculty Member:
3. Designation of the Faculty Member:
4. Date of Joining of the Faculty Member:
5. Period of Study Leave with Dates:
6. Date of Registration for Ph.D. programme:
7. Whether the area of research is directly related to the subject of teaching? (Yes/No):
8. Has the Faculty Member completed 3 years of Continuous Service? (Yes/No):
9. Date of Superannuation of the Faculty Member:
10. Is the Faculty Member due to retire within 5 years from the expected return from Study Leave? (Yes/No):
11. Has the Faculty Member availed Study Leave in the past? (Yes/No):
12. If Yes, Period and Dates of Study Leave:
13. Has the Research Guide recommended the Study Leave for the Faculty Member? (Yes/No):
14. Has the Management passed the Resolution Recommending the Study Leave? (Yes/No):

**Seal of the College**

**Signature of the Principal with Date**