



Wayamba University of Sri Lanka

Kuliyapitiya

The Vice Chancellor
Wayamba University of Sri Lanka
Kuliyapitiya

Date:

Thro' The Head of the Department of

The Dean Faculty of

Name:

Period of Leave Granted

This is to inform you that I am leaving the Island on

My address abroad during my absence will be as follows :

This is to inform you that I re – assume my duties w.e.f.....

.....

Signature