



## Application Form for Applying Sabbatical Leave

1. Employee Name: Mythika Kanthasami

2. Employee ID: 2587518

3. Manager/Leader Name: Narayanan V (2116478)

4. Reason for applying to sabbatical (*tick the option below*):

- Health Reasons for self or a close relative
- For higher studies or other professional development activities
- Performing community service
- For accompanying spouse on short term assignment to different location
- Spending time with family / pursuing hobby / etc.
- Maternity
- On-request extension of Talent Pool period (maximum 6 months)
- Other, please specify \_\_\_\_\_

5. I require sabbatical leave for six(6) months, effective from 04/07/25(DD-MM-YY) to 04/01/26(DD-MM-YY)

6. As per the policy, I meet the eligibility criteria of 10-year service (for non-maternity sabbatical) / 5-year service (for maternity sabbatical) / Talent Pool period completion as per Talent Pool Policy (for Talent Pool Sabbatical) with Mphasis

(*tick the option below*):

Yes

No

Date: 23/06/2025

Signature: Mythika Kanthasami