



Gautam Buddha University
Gautam Buddha Nagar
Greater Noida

To,

The Registrar
Gautam Buddha University
Greater Noida,
Gautam Budh Nagar (Uttar Pradesh)

Subject:- **Joining Report after availing leave.**

I, hereby resume my duties in the forenoon of _____ after
availing Earned Leave/Half Pay Leave/ Medical Leave/any other kind of leave
for _____ days from _____ to _____.

Signature:

Name:

Designation:

School/Department: