To,

The Worthy Vice Chancellor,

Balochistan University of Engineering & Technology.

Subject: Request for study leave.

Dear Sir,

I am Engr. Nazia Ejaz working as lecturer in department of Biomedical Engineering at BUET, Khuzdar since 2020. Recently I found myself stuck in my PhD research due to continuous absence from my research lab and my supervisor also instructed me to join research lab three days per week so it’s not possible for me to continue my studies with working at Khuzdar .So I would like to request study leave for the period of one year to focus on my PhD research .I am applying for study leave from 6th May 2022 .Once I completed my degree I will resume my duties hopefully in 2023.

I will be grateful for your positive response to my leave request.



11th May, 2022

Thank You

Engr.Nazia Ejaz

Lecturer

Department of Biomedical Engineering

Balochistan University of Engineering & Technology, Khuzdar.