



राष्ट्रीय प्रौद्योगिकी संस्थान मेघालय  
NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA  
(An Institute of National Importance, under MHRD, Govt. of India)  
Bijni Complex, Laitumkrah, Shillong-793003  
Phone: 0364-2501294, Fax: 0364-2501113, Website:www.nitm.ac.in

Dr. Atanu Banerjee  
Dean (Student's Welfare)

Mobile: +91-9485177068  
E-Mail: deansw@nitm.ac.in

Ref. No: NITMGH/SW/attendance/2018-19/10

Date: 04/02/2019

Notification

This is for the information to all students of B-tech, M-Tech, M.Sc & Ph.D that leave can only be sanctioned for significant medical ground and for any emergency family problems provided prior information should reach to concerned HOD with a copy to the undersigned either through phone or e-mail (preferred). Upon returning from such leave student should submit the leave application with all the relevant self –attested documents **within one week** of resuming the classes.

This will be with immediate effect.

This is issued with the approval of Director.

(A. Banerjee)

E-copy to:

1. Director's office for kind information to Director.
2. Registrar's office for kind information.
3. All Faculty members, Staffs & Trainee Teachers kind information.
4. Head, CC with a request to upload the same in Student E-Notice.