

මගේ අංකය
உமது இல
Your No.

මගේ අංකය
எனது இல
My No.

දිනය
திகதி
Date

AE/02

16.06.2015



දුරකථන අංක

தொலைபேசி இல
Telephone Nos.

+94812392339

ෆැක්ස්

தொலைநகல்
Fax

+94812392340

විද්‍යුත් තැපෑල

மெயில்
E mail

acest@pdn.ac.lk

පේරාදෙණිය විශ්වවිද්‍යාලය, ශ්‍රී ලංකාව
பேராதனைப் பல்கலைக்கழகம், இலங்கை
UNIVERSITY OF PERADENIYA, SRI LANKA
ACADEMIC ESTABLISHMENTS BRANCH

All Deans of Faculties,

E-NB
E mail to all academics.
E mail to all depts - non academics.

SUBMISSION OF OVERSEAS LEAVE APPLICATIONS

Go 24/6

This is to inform you that we have been repeatedly advised by the Ministry of Higher Education to inform staff members to submit leave applications along with supportive documents well in advance, since applications should reach the Ministry at least 10 days prior to the date of departure to obtain the approval of the Prime Minister.

Therefore, you are kindly requested to inform all the staff members to submit their overseas leave applications (irrespective of the category of leave) two weeks prior to the departure to enable us to process applications without delay.

VICE-CHANCELLOR

Vice - Chancellor

University of Peradeniya
Peradeniya
Sri Lanka