



THE MADURA COLLEGE

(An Autonomous institution affiliated to Madurai Kamaraj University)
Re-accredited (3rd cycle) with 'A' grade by NAAC
Vidya Nagar, T.P.K. Road, Madurai – 625 011

ON-DUTY APPLICATION FORM

Name :

Designation :

Department :

Date :

Reason :

Work adjustment :

Remarks of HoD :

Principal

Head of the Department

Staff

Particulars for the information of IQAC

Name :

Designation :

Department :

Date of OD :

Role (Please tick one) : Participation / Presentation / Resource person / Examiner / Subject Expert

Event (please tick one) : Conference / Board of studies / Guest lecture programme / Extension activity

Place :

Enclosure(s) if any :

Signature

For IQAC / NAAC office use only