



Participant Relationship Section

University Leave

1: Write an application for University Leave



2: Submit Application to PRS Help Desk

Enlighten:

You may apply for refund after accounts clearance (**If there is any excessive amount**)

Requirements:

- ❖ Duly filled clearance form (IPC, OSS, OTS, Library/LRC and accounts)
- ❖ Related documentary evidence (If any)
- ❖ Applicant Student Card original

Requirements:

Filled form / application along with all required documents / evidence