

UNIVERSITY OF MALAKAND

STATUTES



UNIVERSITY OF MALAKAND,
CHAKDARA, DIR (L)

N-W.F.P

93. The period of study leave shall be counted for earning periodical increments when the employee rejoins the University after completing his/her studies.

94. An Employee shall be allowed to retain accommodation allotted to him/her or continue to receive house rent allowance during the study leave provided his/her "family" actually resides in the accommodation.

95. For any change in the course of study or field of research, fresh approval of the Vice Chancellor will be necessary to revalidate the study leave.

96. An Employee on study leave shall submit his/her progress report with comments of his superior, every semester/term to the Vice Chancellor or the Head of the Constituent Institution, and in case of unsatisfactory report he/she will be liable to be recalled and all payments received by him/her will either be refunded by him or his/her guarantors or both or such a portion of it as the Vice Chancellor may determine.

97. All applications for study leave shall be submitted at least 3 months prior to the date on which the leave is proposed to be availed of.

98. Study leave combined with any other kind of leave will be granted twice in the entire service but the total period will not exceed five years.

99. Subject to observance of above rules, study leave may be granted to non-academic Employees on half average pay for two years in the entire service and in combination with other leave upto 28 months.

Extraordinary Leave (Leave Without Pay)

100. Leave without pay may be granted under special circumstances to a permanent employee up to a maximum period of five years at a time, provided that the employee, to whom such leave is granted, has been in continuous service.

101. Provided that the maximum period of five years shall be reduced by the period of leave on full pay or half pay, if granted in combination with the extraordinary leave.

Maternity Leave

102. Maternity leave may be granted on full pay, outside the leave account, to a female employee to the extent of ninety days in all from the date of its commencement or sixty days from the date of her confinement, whichever be earlier.

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103. Maternity leave may be granted in continuation of or in combination with, any other kind of leave including extraordinary leave as may be due and admissible to a female employee.

104. Maternity leave may be granted to a female employee only thrice in her whole service in the University.

Special Leave

105. A Muslim Female Employee on the death of her husband, may be granted special leave on full pay when applied for, a period not exceeding one hundred and twenty days.

106. Such leave shall not be debited to her leave account.

107. Such leave shall commence from the date of death of her husband and for this purpose she will have to produce death certificate issued by the Competent Authority either along with her application for special leave or, if that is not possible, the said certificate may be furnished to the leave sanctioning authority, separately.

Leave Not Due

108. Leave not due may be granted on full pay, to be offset against leave to be earned in future, for a maximum period of three hundred and sixty-five days in the entire period of service, subject to the condition that during the first five years of service it shall not exceed ninety days in all.

109. Such leave may be converted into leave on half pay.

110. Such leave shall be granted only when there are reasonable chances of the Employee's resuming duty on the expiry of the leave.


Sabbatical Leave


111. An employee engaged in teaching or research may after every six years of service be granted sabbatical leave up to one year on full pay for undertaking research in a university or research organization of good standing. Sabbatical leave not granted or not availed of can be carried forward.

112. The sabbatical leave may not be combined with any other kind of leave.

113. The period of study leave or leave without pay shall not count towards the period prescribed for entitlement to sabbatical leave.

114. In case the Employee receives salary from other sources during sabbatical leave, the University may pay only fifty percent of his salary.


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