

KING EDWARD MEDICAL UNIVERSITY, LAHORE.
PROFORMA FOR PGRS TO APPLY FOR FREEZING/RESIGNATION

The Vice Chancellor,
King Edward Medical University,
Lahore.

<u>FREEZING / RESIGNATION REPORT</u>	
Freezing already availed :-	<input type="checkbox"/> Yes <input type="checkbox"/> No
Freezing/Resignation applied:	<input type="checkbox"/> In lieu of one month notice <input type="checkbox"/> Deposit 01 month stipend
Verified by Office of the Assistant Registrar (Academics) _____	

FREEZING / RESIGNATION

Name of the applicant: _____ Father's Name: _____

PGR: MD, MS, MDS, FCPS, M.PHIL, PH.D (Specialty) _____

Unit/Ward _____ Hospital: MHL/LWH/LAH _____

Freezing applied for _____ Day(s) from _____ to _____.

Resignation w.e.f. _____

REASON _____

Signature of the Applicant

Recommended _____ Not Recommended _____

Signature & stamp of
Supervisor

Signature & stamp of
Head of Department / Unit In-charge

Leave already availed _____ (To be checked by the Assistant Registrar, Academics).

NOTE

- Leave more than 29 consecutive days shall be considered as freezing.
- Freezing leave can be availed only once in whole training period, if PGR will not re-join his/her training within stipulated period his/her training shall automatically be terminated.
- Resignation/Freezing must be tendered before one month of date of resignation / freezing or deposit one month's stipend in lieu of notice.
- In the case of freezing, paid seat (paid seat if allowed) will be allocated to other PGR.
- This proforma should be submitted in the Office of the Vice Chancellor, **after verification from Office of the Assistant Registrar (Academics).**

OFFICE OF THE VICE CHANCELLOR, KING EDWARD MEDICAL UNIVERSITY, LAHORE.

Leave sanctioned _____ Leave not sanctioned _____

Vice Chancellor
King Edward Medical University,
Lahore.