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

The Vice Chancellor,
King Edward Medical University,
Lahore.

FREEZING / RESIGNATION REPORT

Freezing already availed :-  
Yes  No
Freezing/Resignation applied:  
In lieu of one month notice  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 ___________________ Signature & stamp of ___________________
Supervisor 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.