**TO BE COMPLETED BY TEMPOARY ACADEMIC SUPPORT STAFF WHO ARE COMPLETING THE TEMPOARY APPOINTMENT**

Vice-Chancellor

University of Moratuwa

Moratuwa

Through Dean/Faculty of ………………………………………………………………….

Through Head/Department of …………………………………………………………………..

Dear Sir,

**TERMINATION FROM THE POST OF TEMPORARY INSTRUCTOR/LECTURERE**

I have served as a Temporary Instructor/Lecture in the Department of ……………………………….. with effect from ………………..to ………………….

The above said appointment terminates on …………………….. Therefore, please be good enough to release the last month salary.

Yours faithfully,

Signature Date ………………….

Name : ……………………………………………………..