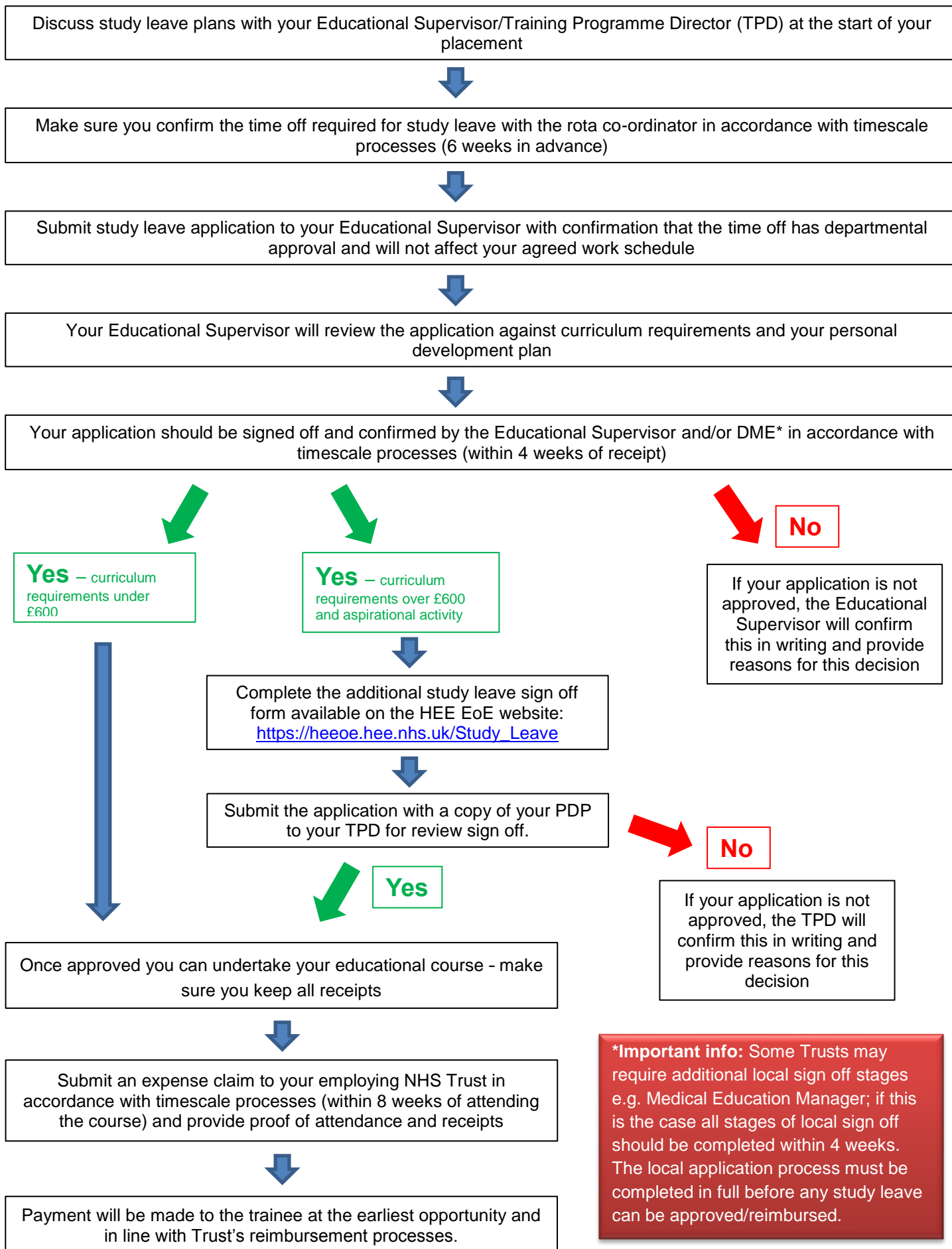




Lifelong investment in people:

Study Leave Application Process

Flowchart



***Important info:** Some Trusts may require additional local sign off stages e.g. Medical Education Manager; if this is the case all stages of local sign off should be completed within 4 weeks. The local application process must be completed in full before any study leave can be approved/reimbursed.