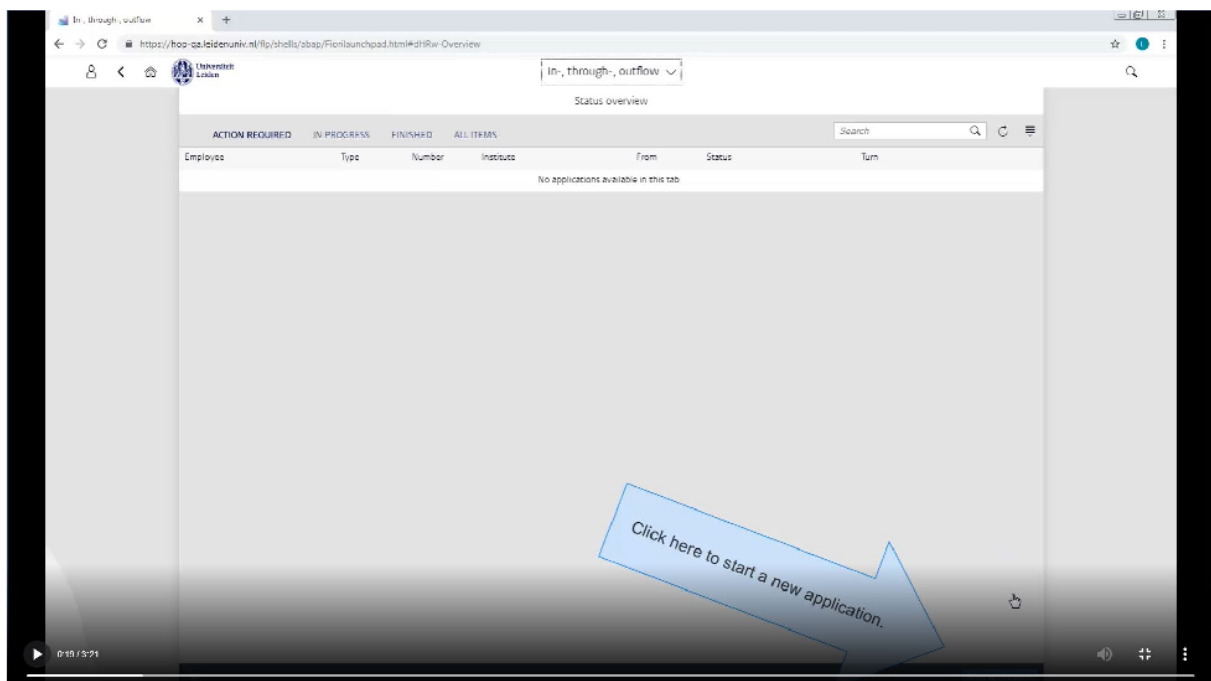
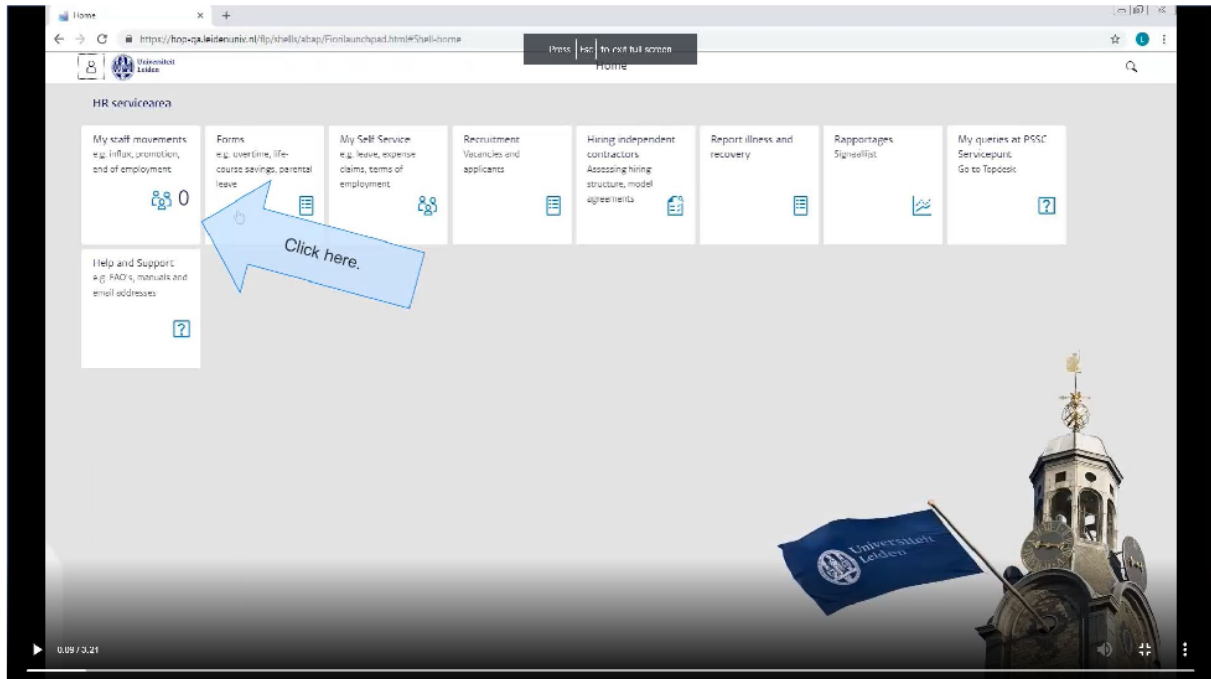


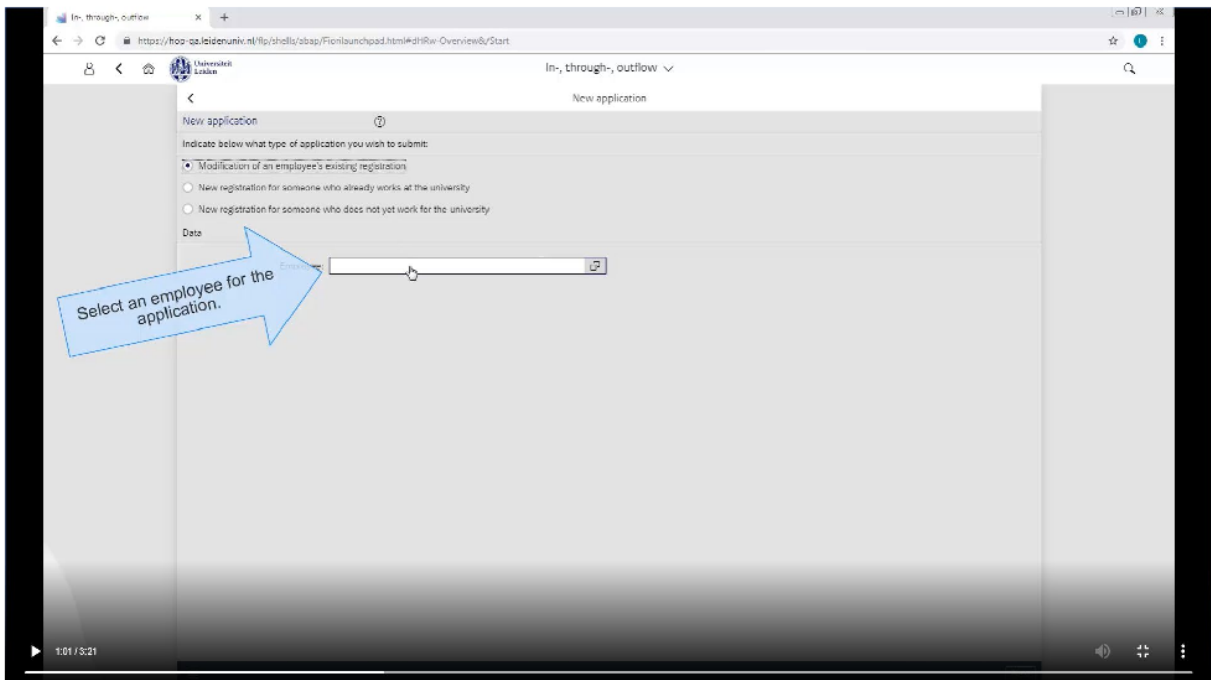
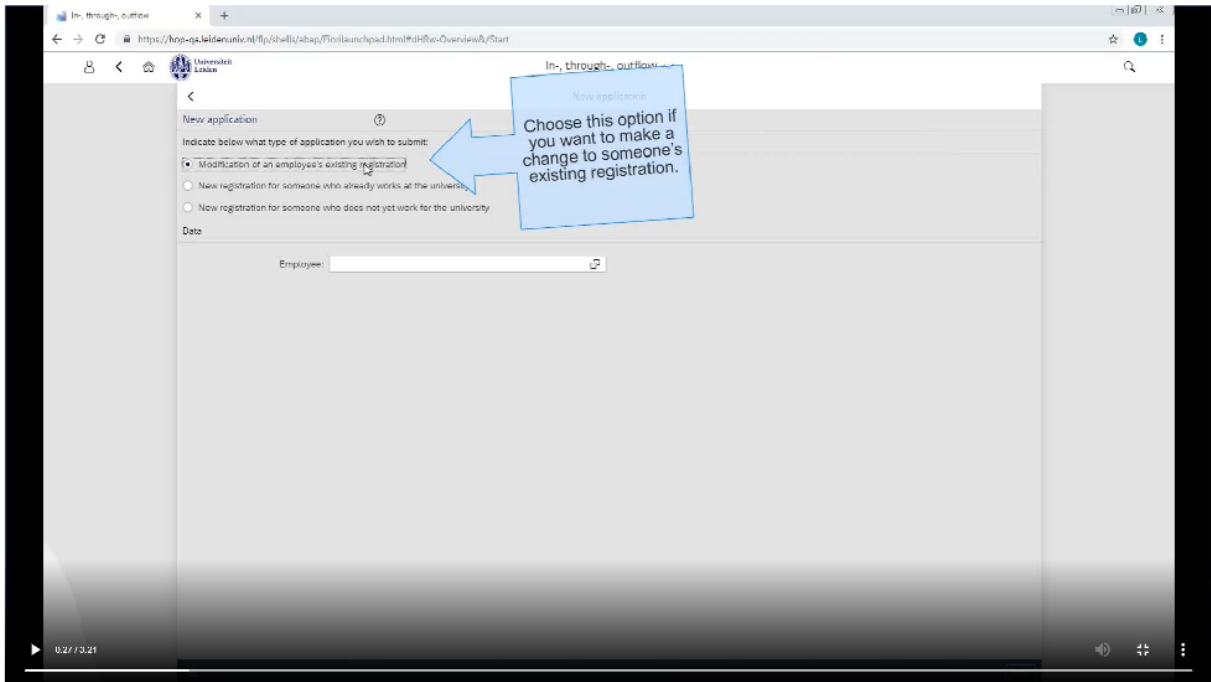
How can you Submit a voluntary resignation request?

Please note that you should first discuss the request with your supervisor, before you submit the request in the portal.

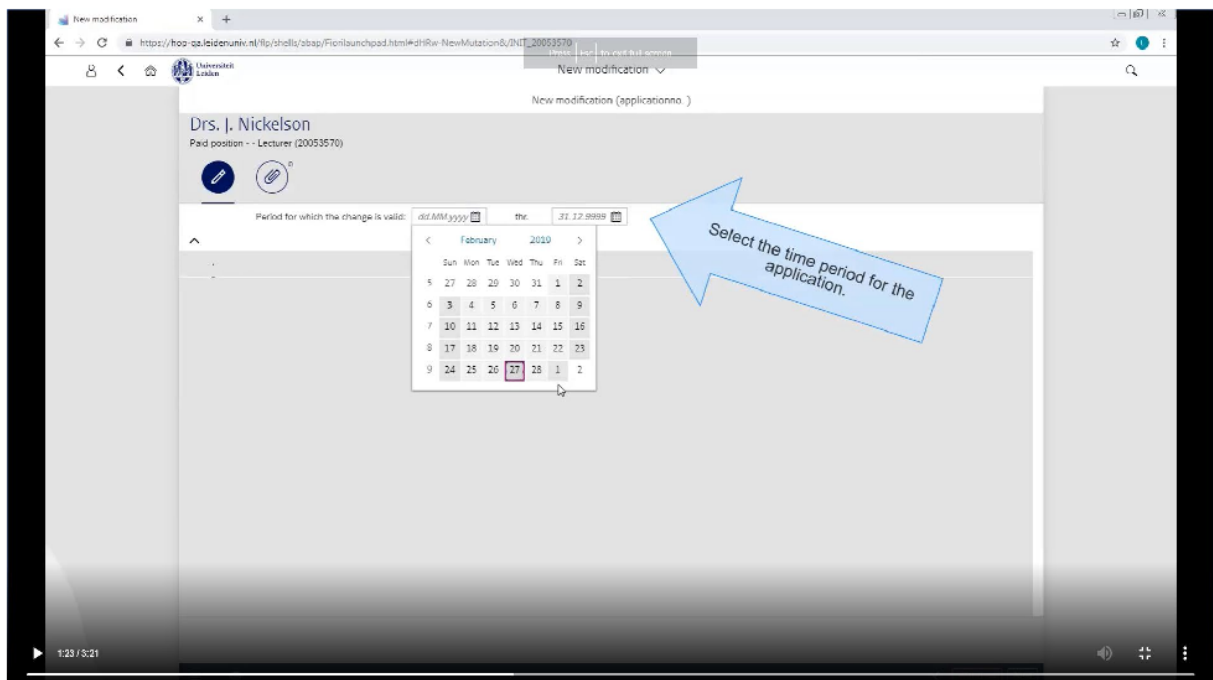
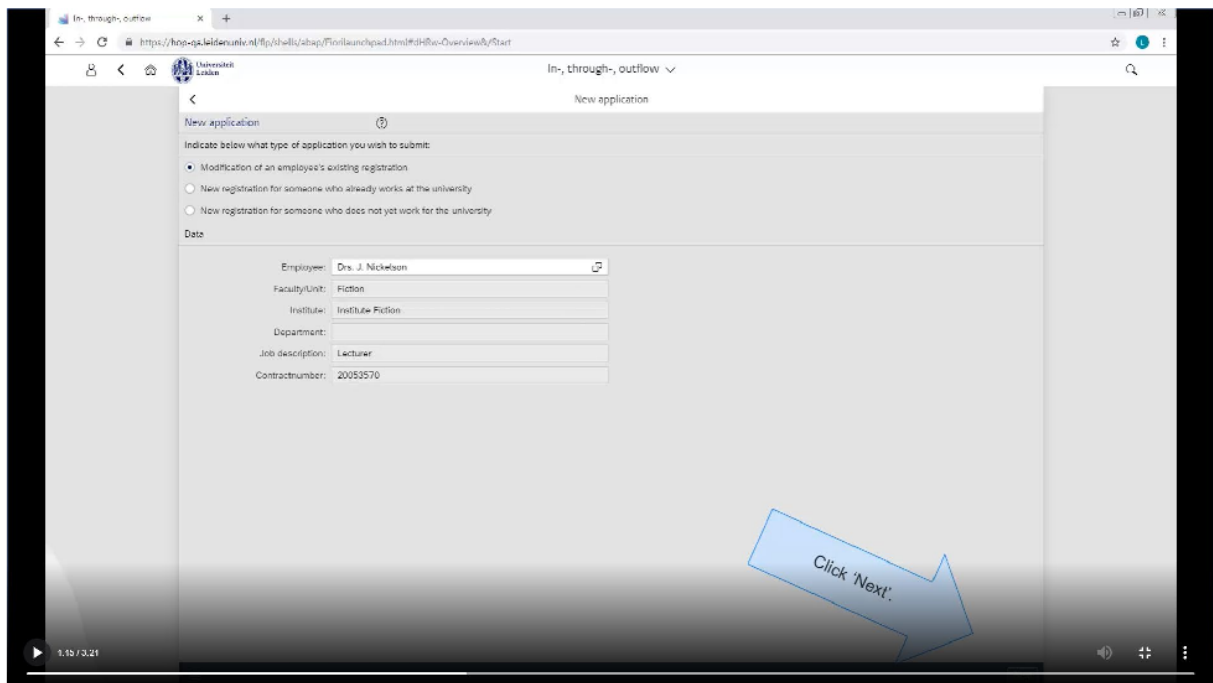
<https://serviceplein.universiteitleiden.nl>

Login with your ULCN account

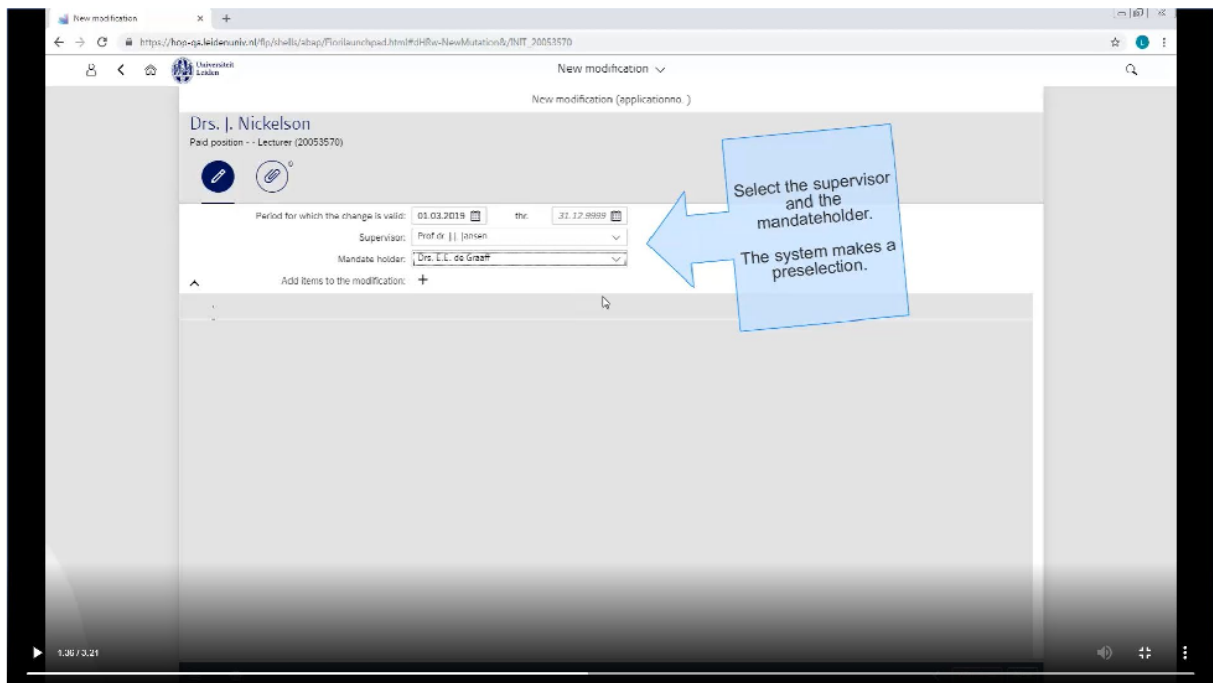




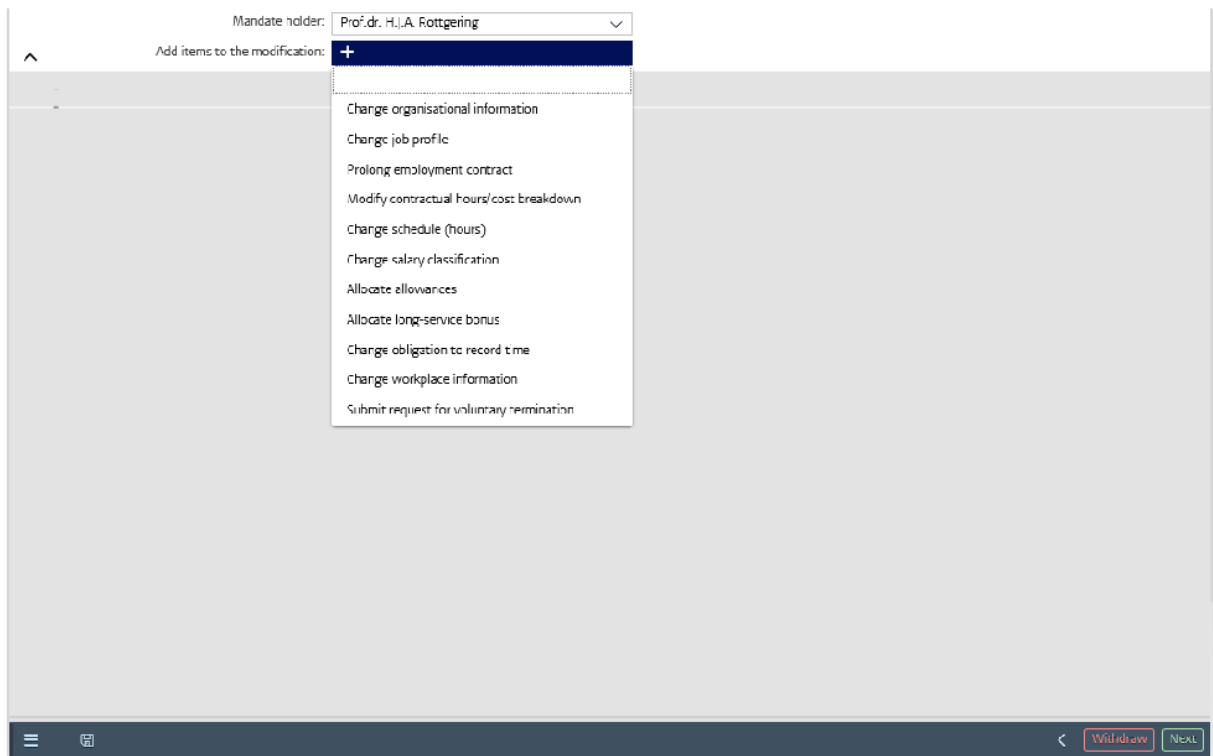
Select yourself



Select the time period for the application: For this request you need to complete the date of your desired voluntary resignation



Select your supervisor and mandate holder (mandate holder is Huub Röttgering)



Add items to modification. To submit a request to end your contract, please select: Voluntary resignation.

Mandate holder: Prof.dr. H.J.A. Rottgering

Add items to the modification: +

### Voluntary termination

From: 31.12.2020

Reason for discharge:

[Withdraw](#) [Next](#)

Please indicate the reason for discharge.

At the right corner on the bottom of the page you should click “Next” to submit the form.

If you have specific questions, please contact the PSSC:

<https://www.staff.universiteitleiden.nl/human-resources/help-support-and-complains/contact/pssc-service-point/>

tel: +31-71-527 6200

[pssc-servicepunt@bb.leidenuniv.nl](mailto:pssc-servicepunt@bb.leidenuniv.nl)