

## **Sabbatical Policy**

LTIMindtree believes that employees need to focus on their career and many a times to do this, they need time to enhance their educational qualifications.

This policy facilitates employees to pursue their higher education on their own accord while continuing to be employee of LTIMindtree.

This policy is applicable to all India based Permanent employees who have completed minimum 2 years (including training period) of continuous service. It is not applicable if they are on international assignments.

Employees can avail Higher Study Leave for full time courses only from recognized University / Institutes in India or abroad for a maximum duration of 2 years for Postgraduate / Postgraduate Diploma / Diploma and 4 years for Doctoral studies.

In addition, the policy explains the criteria to be eligible for, benefits the employee can claim while on higher studies leave and the course of action post completion of the leaves. Duration of Leave taken for Higher Studies will be mentioned in Service Certificate.

## **About LTIMindtree**

LTIMindtree is a global technology consulting and digital solutions company that enables enterprises across industries to reimagine business models, accelerate innovation, and maximize growth by harnessing digital technologies. As a digital transformation partner to more than 700 clients, LTIMindtree brings extensive domain and technology expertise to help drive superior competitive differentiation, customer experiences, and business outcomes in a converging world. Powered by 84,000+ talented and entrepreneurial professionals across more than 30 countries, LTIMindtree — a Larsen & Toubro Group company — combines the industry-acclaimed strengths of erstwhile Larsen and Toubro Infotech and Mindtree in solving the most complex business challenges and delivering transformation at scale. For more information, please visit <a href="https://www.ltimindtree.com/">https://www.ltimindtree.com/</a>