

Memo no: HSTU/Est./A-780/2019/ 7537

Date: 07.03.2023

Md. Abu MarjanAssistant Professor, Department of Computer Science and Engineering
HSTU, Dinajpur, Bangladesh.**Subject: Granting on Study leave for M.S. Program.**

Reference: HSTU/CSE/CSE/2023/20; Date: 12.02.2023

In pursuance the above mentioned subject and reference that your study leave has been granted with full average pay for the period of 2 (two) years which effect from 20.03.2023 to 19.03.2025 to complete the M. S. Program from University of Tsukuba, Japan under the following terms and conditions.

1. The expenditure in this regard will not be provided by this university.
1. The period of leave will be counted as active service.
2. All monetary benefits as a result of fresh appointment to a higher post during the period of study leave shall be admissible to the incumbent with effect from the date of his resumption of duties but without any arrear financial benefit.
3. After completion of his study he must return to Bangladesh and serve at this University as per University leave rules and shall not seek employment elsewhere without prior approval of the Vice-Chancellor.
4. The financial benefits of annual increment(s) falling due during the period of study leave will be counted on resumption of duties after expiry of the leave granted without arrear.
5. He should inform his mailing address, fax number and his supervisor's address to this University after arrival in Japan.
6. He should not overstay abroad except only for obtaining M.S. Program.
7. He shall have to submit a copy of his thesis at the library of this University.
8. He shall be bound to obey the rules and regulations of this University during his period of leave.

By the approval of Hon'ble Vice-Chancellor

Sd/-

(Professor Dr. Md. Saifur Rahman)
Registrar (Additional Charge)

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Copy for Information and necessary action to:

1. Secretary to the Honorable President, the People's Republic of Bangladesh, Dhaka, Bangladesh.
2. Secretary, Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka, Bangladesh.
3. Secretary, Ministry of Education, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka, Bangladesh.
4. Secretary, Ministry of Home Affairs, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka, Bangladesh.
5. Secretary, Ministry of Public Administration, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka, Bangladesh.
6. General Manager, Foreign Exchange Policy Department, Bangladesh Bank.
7. The Ambassador, Embassy of Japan, Plot No-5&7, Dutabash Road, Baridhara, Dhaka, Bangladesh.
8. Dean, Faculty of Computer Science and Engineering, HSTU, Dinajpur, Bangladesh
9. Chairman, Department of Computer Science and Engineering, HSTU, Dinajpur, Bangladesh.
10. Controller of Examination, HSTU, Dinajpur, Bangladesh.
11. Officer In-Charge, Hazrat Shahjalal(R) International Airport, Dhaka, Bangladesh.
12. Director (Finance), HSTU, Dinajpur, Bangladesh.
13. Co-ordinator, IT Cell, HSTU, Dinajpur, Bangladesh
14. PS to VC (For kind Infor'n of Hon'ble Vice-Chancellor), HSTU, Dinajpur, Bangladesh.
15. Office Copy.

07.03.2023
Registrar (Additional charge)
Prof. Dr. Md. Saifur Rahman
Registrar (Additional Charge)
Hajee Mohammad Danesh Science &
Technology University, Dinajpur.