



Memo no. HSTU/Est./A-779/2019/ ৩৩৭৭

Date: 19.10.2021

**Md. Shajalal**

Lecturer

Department of Computer Science and Engineering  
HSTU, Dinajpur 5200, Bangladesh.



**Subject: Granting of study leave for PhD Program.**

Reference: HSTU/CSE/CSE/2021/86., Date: 17/10/2021

In pursuance the above mentioned subject and reference that your study leave has been granted with full average pay for the period of 3 (three) years which will effect from 28<sup>th</sup> October 2021 to 27<sup>th</sup> October 2024 to complete the Doctor of Philosophy (PhD) Program from Fraunhofer Institute of Applied Information Technology (FIT), Sankt Agustin and University of Siegen in Germany.

1. The expenditure in this regard will not be provided by this University.
2. The period of leave will be counted as active service.
3. 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.
4. After completion of his study he must return to Bangladesh and serve at least 5 (five) years to this University and shall not seek employment elsewhere without prior approval of the Vice-Chancellor.
5. The financial benefits of annual increment(s) falling due during the period of leave will be paid on resumption of duties after expiry of the granted without arrear.
6. He should inform his mailing address, fax number and his supervisor's address to this University after arrival in Germany.
7. He should not overstay abroad except only for obtaining granting leave period.
8. He shall submit a copy of his thesis at the library of this University.
9. 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. Fazlul Hoque)

Registrar (Add. In-charge)

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**Copy for Information and necessary action to:**

1. Chairman, UGC, Agargaon, Sher-E-Banglanagar, Dhaka, Bangladesh.
2. Secretary, Ministry of Foreign Affairs, Segun Baghicha, Dhaka, Bangladesh.
3. Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka, Bangladesh.
4. Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka, Bangladesh.
5. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka, Bangladesh.
6. General Manager, Foreign Exchange Policy Department, Bangladesh Bank.
7. The Ambassador, Embassy of the Federal Republic of Germany, 11 Madani Avenue, Baridhara Diplomatic Enclave, Dhaka 1212, Bangladesh,
8. Dean, Faculty of Computer Science and Engineering, HSTU, Dinajpur, Bangladesh.
9. Chairman, Department of Computer Science and Engineering, HSTU, Dinajpur, Bangladesh.
10. Director (Finance), HSTU, Dinajpur-5200, Bangladesh.
11. Controller of Examination, HSTU, Dinajpur, Bangladesh.
12. Officer-in-Charge, Hazrat Shahjalal(R) International Airport, Dhaka, Bangladesh.
13. Officer In-Charge, IT Cell, HSTU, Dinajpur-5200, Bangladesh.
14. PS to VC (For kind Infor'n of the Hon'ble Vice-Chancellor), HSTU, Dinajpur-5200, Bangladesh.
15. PA to Treasurer (For kind Infor'n of the Hon'ble Treasurer), HSTU, Dinajpur-5200, Bangladesh.
16. Office Copy.

19-10-2021  
Registrar (Add. In-charge)