

Memo no: HSTU/Est./A-526/2012/ **9580**Date: **03.11.2021****Habiba Khatun**

Assistant Professor

Department of Food Science & Nutrition

HSTU, Dinajpur

Subject: Extension of study leave for PhD Program.

Reference: HSTU/FSN/2021/96; Date: 21.09.2021

On the basis of the above mentioned subject and reference that your study leave has been extended the period of 1 (one) year which effect from 01.10.2021 to 30.09.2022 with full average pay to complete the PhD Program From K.U. Leuven University, Belgium, under the following terms and conditions

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 she must return to Bangladesh and serve at least 4 (four) 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. She should inform his mailing address, fax number and his supervisor's address to this University after arrival in Belgium.
7. She should not overstay abroad except only for obtaining granting leave period.
8. She shall have submit a copy of his thesis at the library of this University
9. She shall be bound to obey the rules and regulations of this University during her period of leave.

By the approval of Hon'ble Vice-Chancellor

sd/-

(Heroic Freedom Fighter Professor Dr. Md. Fazlul Hoque)

Registrar (Additional Charge)

Memo no: HSTU/Est./A-526/2012/ **9580**Date: **03.11.2021****Copy for Information and necessary action to:**

1. Chairman, UGC, Agargaon, Sher-E-Banglanagar, Dhaka, Bangladesh.
2. The Private Secretary to the Honorable President, The People 's Republic of Bangladesh, Dhaka, Bangladesh.
3. The Secretary, Ministry of Foreign Affairs, Government of The People 's Republic of Bangladesh, Bangladesh Secretariat, Dhaka, Bangladesh.
4. The Secretary, Ministry of Education, Government of The People 's Republic of Bangladesh, Bangladesh Secretariat, Dhaka, Bangladesh.
5. The Secretary, Ministry of Home Affairs, Government of The People 's Republic of Bangladesh, Bangladesh Secretariat, Dhaka, Bangladesh.
6. The Secretary, Ministry of Public Administration, Government of The People 's Republic of Bangladesh, Bangladesh Secretariat, Dhaka, Bangladesh.
7. The Secretary, Economic Relations Division, Ministry of Finance, Sher-e-Bangla Nagar, Dhaka, Bangladesh.
8. The Controller, Foreign Exchange Control Department, Bangladesh Bank, Dhaka.
9. Consular of Belgium, ACI Centre-245, Tejgaon Industrial Area-1208, Dhaka, Bangladesh.
10. The Officer -in-Charge, Immigration, Hazrat Shahjalal(R) International Airport, Dhaka, Bangladesh.
11. Dean, Faculty of Engineering, HSTU, Dinajpur-5200, Bangladesh.
12. Chairman, Department of Food Science & Nutrition, HSTU, Dinajpur-5200, Bangladesh.
13. Director (Finance), HSTU, Dinajpur-5200, Bangladesh.
- ✓ 14. Officer In-Charge, IT Cell, HSTU, Dinajpur-5200, Bangladesh.
15. PS to VC (For kind Infor'n of the Hon'ble Vice-Chancellor), HSTU, Dinajpur-5200, Bangladesh.
16. PA to Treasurer (For kind Infor'n of the Hon'ble Treasurer), HSTU, Dinajpur-5200, Bangladesh.
17. Office Copy

Registrar (Additional Charge)