



Memo no: HSTU/Est./A-644/2014/ 7119

Date: 05.02.2023

To

**Mouluda Sohany**Assistant Professor, Department of Food Engineering and Technology  
HSTU, Dinajpur 5200, Bangladesh.**Subject: Extension of Study leave for PhD Program**

Reference: HSTU/AFT/2023/929: 11.01.2023

In pursuance the above mentioned subject and reference that your study leave has been granted with full average pay for the period of 9 (nine) months which effect from 30.01.2023 to 29.10.2023 to complete the PhD Program at Universiti Putra Malaysia in Malaysia 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 her resumption of duties but without any arrear financial benefit.
4. 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.
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 not overstay abroad except only for obtaining the PhD Program.
7. She shall have to submit a copy of her thesis at the library of this University
8. 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/-

(Prof. 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 Malaysia, House No-19, Road No-6, Baridhara, Dhaka, Bangladesh.
8. Dean, Faculty of Engineering, HSTU, Dinajpur, Bangladesh.
9. Chairman, Department of Food Engineering and Technology, 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 the Hon'ble Vice-Chancellor), HSTU, Dinajpur, Bangladesh.
15. Office Copy.

① 05.02.2023  
Registrar (Additional Charge)

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