

HAJEE MOHAMMAD DANESH SCIENCE AND TECHNOLOGY UNIVERSITY (HSTU)  
Dinajpur, Bangladesh

Phone: 880-531-61355, Fax: 880-531-61311, Web: www.hstu.ac.bd

Memo no: HSTU/Est./A-566/2013/ 115

Date: 06.08.2023

**Shefali Aktar**

Assistant Professor

Department of Biochemistry and Molecular Biology  
HSTU, Dinajpur, Bangladesh.

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

Reference: HSTU/BMB/01/2023/1177, Date: 20.02.2023

In pursuance the above mentioned subject and reference that your study leave has been extended with full average pay for the period of 1 (one) year which effect from 22<sup>nd</sup> February 2023 to 21<sup>st</sup> February 2024 to complete the PhD Program from RMIT University, Australia 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. After completion of her study she 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 leave will be paid on resumption of duties after expiry of the granted.
5. She shall submit a copy of her thesis at the library of this University
6. 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/-

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

Memo no: HSTU/Est./A-566/2013/ 115

Date: 06.08.2023

**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. Australian High Commissioner, Bangladesh, 184 Gulshan Avenue, Gulshan-2, Dhaka.
8. Officer In-Charge, Immigration, Hazrat Shahjalal(R) International Airport, Dhaka, Bangladesh.
9. Dean, Faculty of Agriculture, HSTU, Dinajpur, Bangladesh
10. Chairman, Department of Biochemistry and Molecular Biology, HSTU, Dinajpur, Bangladesh
11. Director (Finance), HSTU, Dinajpur, Bangladesh.
12. Controller of Examination, HSTU, Dinajpur, Bangladesh.
13. Officer In-Charge, IT Cell, HSTU, Dinajpur, Bangladesh
14. PS to VC (For kind Infor'n of Hon'ble Vice-Chancellor), HSTU, Dinajpur, Bangladesh.
15. Office Copy.

06.08.2023

Registrar (Additional charge)

Prof. Dr. Md. Saifur Rahman

Registrar (Additional Charge)

Hajee Mohammad Danesh Science and Technology University

Dinajpur, Bangladesh