



Memo no: HSTU/Est./A-708/2016/30

Date: 25.07.2023

**Mousumi Sarker Chhanda**

Assistant Professor, Department of Aquaculture  
HSTU, Dinajpur

**Subject: Extension of Study leave for PhD Program**

Reference: HSTU/AQUA/2023/2023; Date: 15.05.2023

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 08<sup>th</sup> December 2023 to 07<sup>th</sup> December 2024 to complete the PhD Program from Laval University, Canada, 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 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 inform his mailing address, fax number and his supervisor's address to this University after arrival in Canada.
7. She shall have submit a copy of his 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 (In-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. Secretary, Economic Relations Division, Ministry of Finance, Sher-e-Bangla Nagar, Dhaka, Bangladesh.
7. The High Commissioner, Embassy of Canada, House 16/A, Road 4, Gulshan-2, Dhaka, Bangladesh.
8. Controller, Foreign Exchange Control Department, Bangladesh Bank, Dhaka.
9. Officer In-Charge, Immigration, Hazrat Shahjalal (R) International Airport, Dhaka, Bangladesh.
10. Dean, Faculty of Fisheries, HSTU, Dinajpur.
11. Chairman, Department of Aquaculture, HSTU, Dinajpur.
12. Director (Finance), 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.

24.07.2023  
Registrar (In-charge)