

Memo no: HSTU/Est./A-556/2013/ 1124

Date: 21.11.2023

**Md. Shahin Alam**, Assistant Professor  
Department of Dairy and Poultry Science  
HSTU, Dinajpur, Bangladesh.

**Subject: Extension of study leave for PhD Program.***Reference: Application Date: 04.07.2023*

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<sup>st</sup> July 2023 to 30<sup>th</sup> June 2024 with full average pay to complete the PhD Program from University of Kassel, Germany 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 result of fresh appointment to a higher post during the currency of leave shall be admissible 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 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.
6. He shall to submit a copy of his thesis at the library of this University
7. 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. 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. Secretary, Economic Relations Division, Ministry of Finance, Sher-e-Bangla Nagar, Dhaka, Bangladesh.
7. The Ambassador, Embassy of the Federal Republic of Germany, 178 Gulshan Avenue, Gulshan-2, Dhaka.
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 Veterinary and Animal Science, HSTU, Dinajpur-5200, Bangladesh.
11. Chairman, Department of Dairy and Poultry Science, HSTU, Dinajpur-5200, Bangladesh.
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.

 21.11.2023  
Registrar (Additional Charge)

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