



Memo no: HSTU/Est./A-735/2016/1788

Date: 12.03.2024

Muhammad Rubayat Bin Shahadat

Assistant Professor

Department of Mechanical Engineering (MEE)

HSTU, Dinajpur-5200

Subject: Extension of study leave for PhD Program.

Reference: HSTU/Mecha/2024/256 ; Date: 25.02.2024

On the basis of the above mentioned subject and reference that your study leave has been extended the period of 5 (five) Months 9 (nine) days which effect from 29/02/2024 to 06/08/2024 with full average pay to complete the PhD Program From Michigan State University, USA 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, Ministry of Foreign Affairs, Segun Baghicha, Dhaka, Bangladesh.
2. Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka, Bangladesh.
3. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka, Bangladesh.
4. Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka, Bangladesh.
5. General Manager, Foreign Exchange Policy Department, Bangladesh Bank.
6. PS to Chairman (For kind Infor'n of Hon'ble Chairman), UGC, Agargaon, Dhaka, Bangladesh.
7. The Ambassador, Embassy of USA, Madani Ave, Baridhara, Dhaka-1212, Bangladesh
8. Officer In-Charge, Immigration, Hazrat Shahjalal(R) International Airport, Dhaka, Bangladesh.
9. Dean, Faculty of Engineering, HSTU, Dinajpur, Bangladesh.
10. Chairman, Department of Mechanical Engineering, HSTU, Dinajpur, Bangladesh.
11. Director (Finance), HSTU, Dinajpur, Bangladesh.
12. Controller of Examination, HSTU, Dinajpur, Bangladesh.
13. Co-ordinator, IT Cell, HSTU, Dinajpur, Bangladesh.
14. PS to VC (For kind Infor'n of Hon'ble Vice-Chancellor), HSTU, Dinajpur, Bangladesh.
15. Office Copy.

11.03.2024

Registrar (Additional Charge)