

Memo no: HSTU/Est./A-647/2014/ 2311

Date: 08.05.2023

Md. Shihabul Awal

Assistant Professor

Department of Food Science and Nutrition

HSTU, Dinajpur-5200, Bangladesh

Subject: Extension of Study leave for PhD Program

Reference: HSTU/FSN/2025/30, Date: 09.04.2025

On the basis of the above mentioned subject and reference that your study leave has been extended with full average pay for the period of 07 (seven) months which effect from 01.06.2025 to 31.12.2025 to complete PhD Program at Prince of Songkla University, Thailand 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 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. He should not overstay abroad except only for obtaining granting leave period.
7. He shall submit a copy of his thesis at the library of this University.
8. 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. Zahangir Kabir)

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. Ambassador, Royal Thai Embassy, 18 & 20, Madani Avenue, Baridhara, Dhaka-1212, Bangladesh.
7. High Commissioner, Bangladesh High Commission, Thailand.
8. General Manager, Foreign Exchange Policy Department, Bangladesh Bank, Dhaka, Bangladesh.
9. Dean, Faculty of Engineering, HSTU, Dinajpur, Bangladesh.
10. Chairman, Department of Food Science and Nutrition, HSTU, Dinajpur, Bangladesh.
11. Director (Finance), HSTU, Dinajpur, Bangladesh.
12. Controller of Examination, HSTU, Dinajpur, Bangladesh.
13. Officer In-Charge, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
14. Director (Finance), HSTU, Dinajpur.
15. Co-ordinator, IT Cell, HSTU, Dinajpur, Bangladesh
16. PS to Vice-Chancellor (For kind Infor'n of the Hon'ble V.C.), HSTU, Dinajpur-5200, Bangladesh.
17. PA to Pro-Vice Chancellor (For kind Infor'n of the Hon'ble Pro-V.C.), HSTU, Dinajpur-5200
18. PA to Treasurer (For kind Infor'n of the Treasurer), HSTU, Dinajpur, Bangladesh.
19. Office Copy.

Registrar (Additional Charge)

Professor Dr. Md. Zahangir Kabir
Registrar (Additional Charge)
Hajee Mohammad Danesh Science
and Technology University, Dinajpur