



**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-772/2019/ **4224**

Date: **05.11.2025**

**Md. Manik Ali** (Passport No-A11424431)  
Assistant Professor, Department of Agroforestry and Environment  
HSTU, Dinajpur-5200, Bangladesh

**Subject: Granting of study leave for Training Program.**

*Reference: HSTU/AGF/1311; Date: 13.10.2025*

In pursuance the above mentioned subject and reference that your study leave has been granted with full average pay for the period of 14 (forteen) days which will be effect from 30<sup>th</sup> November to 13<sup>th</sup> December 2025 under the following terms & conditions:

1. The period of granted study leave shall be counted as qualifying service.
2. 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.
3. After completion of his studies 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.
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 without arrear.
5. He will have to submit an annual progress report to this university which will be recommended by the Head of Department/Research Supervisor of the institution of study.
6. After arriving in India, he must inform this university of his mailing address, fax number, and supervisor's address.

By the approval of Hon'ble Vice-Chancellor

Sd/-

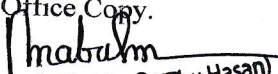
(Professor Dr. Md. Abu Hasan)  
Registrar (Additional Charge)

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Date: **05.11.2025**

**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. Indian High Commissioner, Gulshan, Dhaka, Bangladesh.
8. High Commissioner, the People's Republic of Bangladesh, Park Street, Kolkata, India.
9. Controller, Foreign Exchange Control Department, Bangladesh Bank, Dhaka.
10. Dean, Faculty of Agriculture, HSTU, Dinajpur, Bangladesh.
11. Chairman, Department of Agroforestry and Environment, HSTU, Dinajpur, Bangladesh.
12. Md. Manik Ali, Assistant Professor, Department of Agroforestry and Environment, HSTU, Dinajpur, Bangladesh.
13. Director (Finance), HSTU, Dinajpur, Bangladesh.
14. Co-ordinator, IT Cell, HSTU, Dinajpur, Bangladesh.
15. Officer In-Charge, Immigration, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
16. PS to Vice-Chancellor (For kind Infor'n of the Hon'ble V.C.), HSTU, Dinajpur-5200, Bangladesh.
17. PS 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 Hon'ble Treasurer), HSTU, Dinajpur-5200, Bangladesh.
19. Office Copy.

  
Md. Abu Hasan