



# HAJEE MOHAMMAD DANESH SCIENCE AND TECHNOLOGY UNIVERSITY

Dinajpur-5200, Bangladesh

Phone: 880-531-61355, Fax: 880-531-61311, Web: www.hstu.ac.bd

Memo no: HSTU/Est./A-824/2020/ 3127

Date: 19.09.2026

**Subject: Regarding the extension of study leave for PhD program**

Reference: HSTU/Mecha/2026/05, Date: 18.01.2026

In pursuance the above mentioned subject and reference that your study leave has been extended with full average pay for the period of 2 (two) years which effect from January 09, 2026 to January 08, 2028 to complete the PhD Program at University of Wisconsin-Madison, USA under the following terms and conditions.

1. 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.
2. 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.
3. 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.
4. 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.

By the approval of Hon'ble Vice-Chancellor  
Sd/-

Registrar

**Recipient:**

**Sudipta Paul**

Lecturer, Department of Mechanical Engineering  
HSTU, Dinajpur 5200, Bangladesh.

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**Copy for Information and necessary action to:**

1. The Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
2. The Secretary, Ministry of Home Affairs, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
3. The Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
4. The Secretary, Ministry of Public Administration, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
5. The Director General, Immigration & Passport, E-7, Agargaon, Sher-e-Bangla Nagar, Dhaka.
6. The Controller, Foreign Exchange Control Department, Bangladesh Bank, Dhaka.
7. Dean, Faculty of Engineering, HSTU, Dinajpur, Bangladesh
8. Chairman, Department of Mechanical Engineering, HSTU, Dinajpur, Bangladesh.
9. The Immigration Officer, Embassy of United States of America, 12 Madani Avenue, Baridhara, Dhaka-1212. Bangladesh.
10. The Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
11. Director (Finance), HSTU, Dinajpur.
12. Controller of Examination, HSTU, Dinajpur.
13. Coordinator, IT Cell, HSTU, Dinajpur.
14. PS to Vice-Chancellor (For kind Infor'n of the Hon'ble V.C.), HSTU, Dinajpur.
15. PS to Pro-Vice Chancellor (For kind Infor'n of the Hon'ble Pro-V.C.), HSTU, Dinajpur.
16. PA to Treasurer (For kind Infor'n of the Treasurer), HSTU, Dinajpur.
17. Office Copy

Registrar

Registrar  
Hajee Mohammad Danesh Science & Technology University