



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-642/2014/ 2659

Date: 22/02/2024

Subject: Regarding granting of study leave for PhD Program

Reference: HSTU/FPP/2026/01, Date: January 11, 2026

In pursuance the above mentioned subject and reference that your study leave has been granted with full average pay for the period of 3 (three) years which effect from February 01, 2026 to January 31, 2029 to complete the PhD Program at Prince of Songkla University, Hat Yai, Thailand 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 her resumption of duties but without any arrear financial benefit.
2. After completion of her studies she 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. She has submitted requisite bond according to University Leave Rules-2020 to serve in the relevant department of this university.
5. She 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. She must inform this university of her mailing address, fax number, and supervisor's address after arriving in Thailand.

By the approval of Hon'ble Vice-Chancellor

Sd/-

(Professor Dr. Md. Abu Hasan)

Registrar (Additional Charge)

Recipient:

Most. Jesmin Akhter (Passport No-A01552558)

Associate Professor

Department of Food Processing and Preservation

HSTU, Dinajpur, Bangladesh

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Copy for Kind Information and Necessary Action (Not in the order of seniority):

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.
8. Chairman, Department of Food Processing and Preservation, HSTU, Dinajpur.
9. The Immigration Officer, Royal Thai Embassy, 18 & 20, Madani Avenue, Baridhara, Dhaka.
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

Amabum
22.01.26

Registrar (Additional Charge)

Professor Dr. Md. Abu Hasan)

Registrar (Additional Charge)

Hajee Mohammad Danesh Science and Technology University, Dinajpur