HSTU
HAJEE MOHAMMAD DANESH SCIENCE AND TECHNOLOGY UNIVERSITY (HSTU)
Dinajpur, Bangladesh
Phone: +880-2589922355, E-mail: registrar@hstu.ac.bd, Web: www.hstu.ac.bd

Memo no: HSTU/Est./A-831/2020/5216 Date: 08.11.2026

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

Reference: HSTU/MEE/2026/191-1; Date:09.08.2026

In pursuance the above mentioned subject and reference that your study leave has been extended with full average pay for the period of 3 (three) years which effect from August 10, 2026 to August 09, 2029 to complete the PhD program at King Fahd University of Petroleum and Minarals, Dhahran, Saudi Arabia 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/-

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

Recipient:
Md. Jisan Mahmud
Assistant Professor
Department of Mechanical Engineering
HSTU, Dinajpur 5200, Bangladesh.

Memo no: HSTU/Est./A-831/2020/5216 Date: 08.11.2026

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 Saudi Arabia, House-5(NE), Road-83, Gulshan-2, Dhaka, 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'bleV.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

08.11.2026
(Dr. A.B.M. Sohel Mahmud)
Deputy Registrar, Establishment Section