



JnU/Admn.-1(161)/2010/ 5425

Date: December, 2016

### OFFICE ORDER

Subject to approval of the Syndicate, the Vice-Chancellor of the Jagannath University has granted study leave with full pay to **Dr. Md. Kutub Uddin**, Assistant Professor, Department of Physics, Jagannath University, Dhaka for a period of 01(one) year, i.e. from 18 December, 2016 to 17 December, 2017 to pursue Post-Doctoral Research Fellowship Program at the International Institute for Carbon-Neutral Energy Research (WPI-12CNER), Kyushu University, Japan on the following terms and conditions:

1. That he will have to enter into an agreement with the University in non-judicial stamp paper in accordance with the approved terms and conditions before he proceed on leave. He will bear all costs in this regard;
2. That his service during the study leave will be governed as per Jagannath University rules.
3. That returning from study leave he must at once report his return from leave to the Registrar along with a course leaving certificate through the Chairman/Head of the Department/Office. He will not be entitled to join duties before the termination of his leave without the permission of the Vice-Chancellor;
4. That the application for extension of study leave beyond sanctioned period should be made at least six months before the expiry of the sanctioned leave through the supervisor/tutor together with the progress reports of the applicant;
5. The Jagannath University will not bear any expenses for the said study leave.

  
(Engr. Md. Ohiduzzaman)  
Registrar

Distributed to:

Dr. Md. Kutub Uddin, Assistant Professor, Department of Physics, Jagannath University, Dhaka.

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**Copy forwarded for information and necessary action to:**

1. Secretary, Chancellor's Secretariat, Govt. of the People's Republic of Bangladesh, Dhaka.
2. Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka.
3. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh, Dhaka.
4. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Dhaka.
5. Dean, Faculty of Science, Jagannath University, Dhaka.
6. Chairman, Department of Physics, Jagannath University, Dhaka.
7. Director (Finance & Accounts), Jagannath University, Dhaka.
8. Director (Networking & IT), Jagannath University, Dhaka.
9. Visa Officer, Embassy/High Commission of Japan, Dhaka, Bangladesh.
10. Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka, Bangladesh.
11. Deputy Registrar & PS to VC, VC's Office, Jagannath University, Dhaka (For VC's kind information).
12. Assistant Director (Audit), Treasurer's Office, Jagannath University, Dhaka (For Treasurer's kind information).
13. Office Copy/Personal File.
14. Guard File.

  
(Mohammad Zahid Alam)  
Deputy Registrar