



JnU/Admn.-1(385)/2012/4559

Date: 09 October, 2016

OFFICE ORDER

Subject to approval of the Syndicate, the Vice-Chancellor of Jagannath University has granted study leave with full pay to **Mst. Rupali Khatun**, Assistant Professor, Department of **Islamic History & Culture**, Jagannath University, Dhaka, Bangladesh, for a period of 01 (one) year, i.e. from 16 October, 2016 to 15 October, 2017 to participate Ph.D program under the University of Dhaka, Bangladesh, according to the following terms and conditions:

1. That she shall have to enter into an agreement with the University in non-judicial stamp paper in accordance with the approved terms and conditions before she proceed on leave. She shall bear all costs in this regard;
2. That her service during the study leave shall be governed as per Jagannath University rules.
3. That returning from study leave she must at once report her return from leave to the Registrar along with a course leaving certificate through the Chairman/Head of the Department/Office. She shall not be entitled to join duties before the termination of her 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 shall not bear any expenses for the said study leave.


(Engr. Md. Ohiduzzaman)
Registrar

Distributed to:

Mst. Rupali Khatun, Assistant Professor, Department of Islamic History & Culture, Jagannath University, Dhaka.

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Copy forwarded for information and necessary action to:

1. Dean, Faculty of Arts, Jagannath University, Dhaka.
2. Registrar, University of Dhaka, Bangladesh.
3. Chairman, Department of Islamic History & Culture, Jagannath University, Dhaka.
4. Director (Finance & Accounts), Jagannath University, Dhaka.
5. Director (Network & IT), Jagannath University, Dhaka.
6. Deputy Registrar & PS to VC, VC's Office, Jagannath University, Dhaka (For VC's kind information).
7. Assistant Director (Audit), Treasurer's Office, Jagannath University, Dhaka (For Treasurer's kind information).
8. Office Copy/Personal File.
9. Guard File.


(Mohammad Zahid Alam)
Deputy Registrar