




JnU/Admn.-1(546)/2013/ 4031

Date: 21 August, 2016

OFFICE ORDER

Subject to approval of the Syndicate, the Vice-Chancellor of Jagannath University has granted study leave with full pay to **Shahana Akther**, Assistant Professor, Department of Geography and Environment, Jagannath University for a period of 01 (one) year and 28 (twenty eight) days, i.e. from 04 September, 2016 to 02 October, 2017 to participate M. Sc program under the University of Exeter, UK on the following terms and conditions:

1. That the leave effective from 04 September, 2016.
2. That on return after completion of the said study leave, she will work in Jagannath University for a minimum period of 2 (two) years or in the entire period of study leave or maximum period of 5 (five) years or in the event of her not joining to the University as and when directed by the University, she will forth with repay the sum of money as specified on demand and default the same shall be recoverable according to law.
3. That the progress and standard of higher study should be satisfactory and she should send progress reports on expire of every 12 (twelve) months.
4. That the service during her study leave will be governed by Jagannath University rules.
5. That she will return to the University as soon as she completes the said course and will join the Jagannath University.
6. 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.
7. Jagannath University will not bear any expenses for this purpose.


21.8.16
(Engr. Md. Obiduzzaman)
Registrar

Distributed to:

Shahana Akther, Assistant Professor, Department of Geography and Environment, 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 Life & Earth Science, Jagannath University, Dhaka.
6. Chairman, Department of Geography and Environment, Jagannath University, Dhaka.
7. Director (Finance & Accounts), Jagannath University, Dhaka.
8. Director (Network & IT), Jagannath University, Dhaka.
9. Visa Officer, Embassy/High Commission of UK, 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.


21.08.16
(Mohammad Zahid Alam)
Deputy Registrar