



Ref : JnU/Admn.-1(339)/2012/ 3116

Date: 05 November, 2018

OFFICE ORDER

Subject to approval of the Syndicate, the Vice-Chancellor of Jagannath University has granted study leave without pay to Dr. Muhammad Al-Amin Hoque, Assistant Professor, Department of Geography and Environment, Jagannath University, Dhaka, Bangladesh, for a period of 01 (one) year, i.e. from 10 November, 2018 to 09 November, 2019 to participate Visiting Research Fellowship under the University of Technology Sydney, Australia according to the following terms and conditions:

1. That he shall 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 shall bear all costs in this regard;
2. That his service during the study leave shall 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 shall 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. That Jagannath University shall not bear any expenses for the said study leave.


(Engr. Md. Ohiduzzaman)
Registrar

Distributed to:

Dr. Muhammad Al-Amin Hoque, Assistant Professor, Department of Geography and Environment, JnU, 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. Secretary, Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Dhaka.
3. Secretary, Ministry of Education, Government of the People's Republic of Bangladesh, Dhaka.
4. Controller, Foreign Exchange Division, Bangladesh Bank, Dhaka.
5. Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh, Dhaka.
6. Dean, Faculty of Life & Earth Sciences, Jagannath University, Dhaka.
7. Chairman, Department of Geography and Environment, Jagannath University, Dhaka.
8. Director (Networking & IT), Jagannath University, Dhaka (*Request for upload to the JnU website*).
9. Director (Finance & Accounts), Jagannath University, Dhaka.
10. Visa Officer, Embassy/High Commission of Australia, Dhaka, Bangladesh.
11. Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka, Bangladesh.
12. Deputy Registrar & PS to VC, VC's Office, Jagannath University, Dhaka (*For VC's kind information*).
13. Assistant Director (Audit), Treasurer's Office, Jagannath University, Dhaka (*For Treasurer's kind information*).
14. Assistant Registrar (Establishment), Registrar Office, Jagannath University, Dhaka (*for update information*)
15. Office Copy/Personal File.
16. Guard File.


(Mohammad Zahid Alam)
Deputy Registrar