of the Registrar
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Fax : (+880-2) 47118449
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রেজিস্ট্রার দপ্তর
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JnU/Admn.-1(661)/2016/2788 Date: 09 November, 2026

OFFICE ORDER

The Jagannath University has hereby granted study leave without pay to **Md. Zakaria Khan,** Assistant Professor, Department of Mass Communication and Journalism, Jagannath University, Dhaka, Bangladesh for a period of 1(one) year, i.e. from 10 August, 2025 to 09 August, 2026 to pursue PhD Program at the Rutgers University, USA, 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. The Jagannath University shall not bear any expenses for the said study leave.

09/11/26

(Professor Dr. Md. Sheikh Giash Uddin)
Registrar (In-charge)

Distributed to:
Md. Zakaria Khan, Assistant Professor, Department of Mass Communication and Journalism, Jagannath University, Dhaka.

JnU/Admn.-1(661)/2016/2788 Date: 09 November, 2026

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 Social Science, Jagannath University, Dhaka.
7. Chairman, Department of Mass Communication and Journalism, Jagannath University, Dhaka.
8. Director (ICT Cell), Jagannath University, Dhaka (Request for Uploading).
9. Director (Finance & Accounts), Jagannath University, Dhaka.
10. Visa Officer, Embassy/High Commission of USA, Dhaka, Bangladesh.
11. Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka, Bangladesh.
12. PS to VC/ Deputy Registrar, VC's Office, Jagannath University, Dhaka (*For VC's kind information*).
13. Deputy Registrar, Treasurer's Office, Jagannath University, Dhaka (*For Treasurer's kind information*).
14. Office Copy/Personal File.

09.11.26

(Mst. Ashra-Un-Aktar Tuhin)
Deputy Registrar