e of the Registrar
annath University
ka-1100, Bangladesh
one : (+880-2) 9534255
ax : (+880-2) 47118449
E-mail : registrar@jnu.ac.bd
Website : www.jnu.ac.bd

রেজিস্ট্রার দপ্তর
জগন্নাথ বিশ্ববিদ্যালয়
ঢাকা-১১০০, বাংলাদেশ।
ফোন : (+৮৮০-২) ৯৫৩৪২৫৫
ফ্যাক্স : (+৮৮০-২) ৪৭১১৮৪৪৯
ই-মেইল : registrar@jnu.ac.bd
ওয়েবসাইট: www.jnu.ac.bd

JnU/Admn.-1(845)/2022/2729 Date: 03 Novembre, 2026

OFFICE ORDER

The Jagannath University has hereby granted study leave with pay to **Sarmin Akter,** Lecturer, Department of **Law,** Jagannath University, Dhaka for a period of 1(one) year, i.e. from 10 September 2026 to 09 September 2027, to participate Master in Sustainability, Environment and Development at University of Leeds, UK as per decision (decision no-5) in the 113rd meeting of the Syndicate of Jagannath University held on 15 october, 2026, 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. That Jagannath University shall not bear any expenses for the said study leave.

03/11/2026

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

Distributed to:
Sarmin Akter, Lecturer, Department of Law, Jagannath University, Dhaka.

JnU/Admn.-1(845)/2022/2729 Date: 03 Novembre, 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, Govt. of the People's Republic of Bangladesh, Dhaka.
3. Secretary, Ministry of Education, Govt. 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 Law, Jagannath University, Dhaka.
7. Chairman, Department of Law, Jagannath University, Dhaka.
8. Director (ICT Cell), Jagannath University, Dhaka.
9. Director (Finance & Accounts), Jagannath University, Dhaka.
10. Visa Officer, Embassy/High Commission of UK, 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. Deputy Registrar, Treasurer's Office, Jagannath University, Dhaka (*For Treasurer's kind information*).
14. Deputy Registrar (Establishment), Registrar Office, Jagannath University, Dhaka (*For update information*).
15. Office Copy/Personal File.

03.11.2026

(Md. Jahangir Alam)
Deputy Registrar