



JnU/Admn.-1(686)/2016/ 195

Date: 11 January, 2024

OFFICE ORDER

The Jagannath University has hereby granted study leave with pay to **Mr. Md. Asraf Uddin**, Assistant Professor, Department of Geography and Environment, Jagannath University, Dhaka for a period of 1(one) year, i.e. from 06 March, 2023 to 05 March, 2024 to participate Ph.D Program at Jagannath University, Dhaka as per decision (decision no-5) in the 93rd meeting of the Syndicate of Jagannath University held on 10 December, 2023, 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:

Mr. Md. Asraf Uddin, 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. Secretary, Ministry of Education, Government of the People's Republic of Bangladesh, Dhaka.
3. Dean, Faculty of Life & Earth Sciences, Jagannath University, Dhaka.
4. Chairman, Department of Geography and Environment, Jagannath University, Dhaka.
5. Director (ICT Cell), Jagannath University, Dhaka (Request for Uploading).
6. Director (Finance & Accounts), Jagannath University, Dhaka.
7. Deputy Registrar/PS to VC, VC's Office, Jagannath University, Dhaka (For VC's kind information).
8. Deputy Director (Audit), Treasurer's Office, Jagannath University, Dhaka (For Treasurer's kind information).
9. Deputy Registrar (Establishment), Registrar Office, Jagannath University, Dhaka (for upskate information)
10. Office Copy/Personal File.


(Md. Jahangir Alam)
Deputy Registrar