



JnU/Admn.-1(447)/2013/2014

17 October, 2021

Ref :

Date:.....

### OFFICE ORDER

Subject to approval of the Syndicate the Vice-Chancellor of Jagannath University has hereby granted study leave with pay to **Shah Md. Ariful Abed**, Assistant Professor, Department of Bangla, Jagannath University, Dhaka, for a period of 11 Months 04 days, i.e. from 22 October, 2021 to 25 September, 2022 to pursue Masters Program under the Canterbury Christ Church University, UK according to the following terms and conditions:

1. That he will 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 will bear all costs in this regard;
2. That his service during the study leave will 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 will not be entitled to join duties before the termination of his leave without permission of the Vice-Chancellor;
4. That the application for extension of study leave beyond the 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 will not bear any expenses for the said study leave.

  
(Ergr. Md. Ohiduzzaman)  
Registrar

Distribution:


**Shah Md. Ariful Abed**, Assistant Professor, Department of Bangla, 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 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, Government of the People's Republic of Bangladesh, Dhaka.
6. Dean, Faculty of Arts, Jagannath University, Dhaka.
7. Chairman, Department of Bangla, Jagannath University, Dhaka.
8. Director (ICT Cell), Jagannath University, Dhaka.
9. Director (Finance & Accounts), Jagannath University, Dhaka.
10. Visa Officer, High Commission/Embassy 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, General Administration, Registrar Office, Jagannath University, Dhaka.
14. Deputy Director (Audit), Treasurer's Office, Jagannath University, Dhaka (For Treasurer's kind information).
15. Deputy Director, Public Relations, Information and Publication, Jagannath University, Dhaka.
16. Assistant Registrar (Establishment), Registrar Office, Jagannath University, Dhaka (for update information)
17. Office Copy/Personal File/Guard file.

  
(Mohammad Zahid Alam)  
Deputy Registrar