

JnU/Admn.-1(485)/2013/1978

Date: 12 October, 2021

Ref :

OFFICE ORDER

Subject to approval of the Syndicate the Vice-Chancellor of Jagannath University has hereby granted study leave with pay to Sabrin Nahar Luchi, Assistant Professor, Department of Bangla, Jagannath University, Dhaka, for a period of 01 (One) year, i.e. from 14 October, 2021 to 13 October, 2022 to pursue M. A Program under the University of Essex, Colchester, UK according to the following terms and conditions:

1. That she will 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 will bear all costs in this regard;
2. That her service during the study leave will 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 will not be entitled to join duties before the termination of her 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.

(Engr. Md. Ohiduzzaman)  
Registrar

Distribution:

Sabrin Nahar Luchi, 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