Office of the Registrar
Jagannath University
Dhaka-1100, Bangladesh.
Phone : (+880-2) 9534255
Fax : (+880-2) 47118449

রেজিস্ট্রার দপ্তর
জগন্নাথ বিশ্ববিদ্যালয়
ঢাকা-১১০০, বাংলাদেশ।
ফোন ঃ (+৮৮০-২) ৯৫৩৪২৫৫
ফ্যাক্স ঃ (+৮৮০-২) ৪৭১১৮৪৪৯

Ref : JnU/Admn.-1(490)/2013/ 8749

Date: 22 November, 2020

OFFICE ORDER

Subject to approval of the Syndicate, the Vice-Chancellor of the Jagannath University has hereby granted study leave with pay to **Lamia Islam,** Assistant Professor, Department of Political Science, Jagannath University, Dhaka, Bangladesh, for a period of 01 (one) year, i.e. from 07 September, 2020 to 06 September, 2021 to pursue Master's Program in the University of Antwerp, Belgium, 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 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 shall not bear any expenses for the said study leave.

22.11.2020
(Engr. Md. Ohiduzzaman)
Registrar

Distributed to:
Lamia Islam, Assistant Professor, Department of Political Science, Jagannath University, Dhaka.

JnU/Admn.-1(490)/2013/ 8749 Date: 22 November, 2020

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 Social Sciences, Jagannath University, Dhaka.
7. Chairman, Department of Political Science, Jagannath University, Dhaka.
8. Director (Finance & Accounts), Jagannath University, Dhaka.
9. Director, Public Relations, Information and Publication Office, Jagannath University, Dhaka.
10. Director, Networking & IT, Jagannath University, Dhaka.
11. Visa Officer, High Commission/Embassy of Belgium, Dhaka, Bangladesh.
12. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
13. Deputy Registrar & PS to VC, Office of the Vice-Chancellor, Jagannath University, Dhaka (*for VC's kind information*).
14. Deputy Registrar, General Administration, Registrar Office, Jagannath University, Dhaka.
15. Deputy Director (Audit), Office of the Treasurer, Jagannath University, Dhaka (*for Treasurer's kind information*).
16. Assistant Registrar (Establishment, Recruitment), Registrar Office, Jagannath University, Dhaka *(to update information).*
17. Office Copy/ Personal File/ Guard File.

22.11.20
(Mohammad Zahid Alam)
Deputy Registrar

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