


JnU/Admn.-1(196)/2010/139

Date: 09 January, 2024

## OFFICE ORDER

Subject to approval of the Syndicate, the Vice-Chancellor of Jagannath University has hereby granted study leave with pay to **Abdul Momen**, Associate Professor, Department of Islamic History & Culture, Jagannath University, Dhaka, Bangladesh, for a period of 01 (one) year, i.e. from 22 February, 2023 to 21 February, 2024 to participate Ph.D Program under University Teknologi Malaysia, Malaysia 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. The Jagannath University shall not bear any expenses for the said study leave.

  
(Engr. Md. Ohiduzzaman)  
Registrar

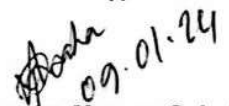
Distributed to:

**Abdul Momen**, Associate Professor, Department of Islamic History & Culture, 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 Islamic History & Culture, Jagannath University, Dhaka.
8. Deputy Director, Public Relations, Information and Publication, Jagannath University, Dhaka.
9. Director (ICT Cell), Jagannath University, Dhaka.
10. Director (Finance & Accounts), Jagannath University, Dhaka.
11. Visa Officer, Embassy/High Commission of Malaysia, Dhaka, Bangladesh.
12. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh.
13. Deputy Registrar & PS to VC, VC's Office, Jagannath University, Dhaka (For VC's kind information).
14. Deputy Registrar, General Administration, Registrar Office, Jagannath University, Dhaka.
15. Deputy Director (Audit), Treasurer's Office, Jagannath University, Dhaka (For Treasurer's kind information).
16. Assistant Registrar (Establishment), Registrar Office, Jagannath University, Dhaka (for update information).
17. Office Copy/Personal File/Guard file.

  
(Apurbo Kumar Saha)  
Deputy Registrar