



রেজিস্ট্রার অফিস
OFFICE OF THE REGISTRAR
UNIVERSITY OF CHITTAGONG
CHATTOGRAM 4331, BANGLADESH

চট্টগ্রাম বিশ্ববিদ্যালয়, চট্টগ্রাম, বাংলাদেশ
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সূত্র / Ref. :

তারিখ / Date :

Memo. No.AS-3120/11246 /Genl.

Dated:12-12-2024

Mr. Abdullah Al Mamun
Assistant Professor
Department of Human Resource Management
University of Chittagong
Chittagong, Bangladesh.

Sub: Grant of Study Leave and Release Order.

Dear Sir,

With reference to your application dated 02-12-2024 on the above mentioned subject, I am directed to inform you that you have been granted Study Leave on full average pay for 1(one) year with effect from 15-12-2024 for your study towards Ph.D Programme at the University of Naples Parthenope, Italy and that you have been released from the University with effect from 15-12-2024 for the purpose.

Further, I am directed to inform you that in pursuance of the authority delegated from the Office of the Hon'ble Prime Minister Government of the People's Republic of Bangladesh vide Memo.No. 03.069.025.06.00.003.2011-144(500) dated 19-06-2011 (copy enclosed), the Vice-Chancellor has been pleased to allow you to proceed to Italy for the purpose.

Further, I am directed to inform you that 10 (ten) percent of your Monthly Basic Pay to be drawn by you during the period of your Study Leave for the above mentioned purpose will be deposited in the Chittagong University Account and that the total amount, so deposited, will be refunded to you according to the terms & conditions of the Service Bond executed by you with this University.

The University of Chittagong or the Govt. of Bangladesh will have no financial responsibilities for your proposed study in the Italy.

In this regard, I would request you to apply along with the consents of the Surety Holders who signed in the Surety Bond at the time of your going on Study Leave. 03(three) months before expiry of the above leave, in case you need extension of your leave, that will depend upon Satisfactory Progress Report from your Course Supervisor, Opinion of the Departmental (CU) Planning Committee or to return from abroad and join your duties at this University within 14-12-2025. You should also take prior permission from this University for any change of Course/ Field of Study or Institution, along with proper documents.

Thanking you,

Yours sincerely

(Professor Dr. Mohammed Saiful Islam)

Registrar

(In-Charge)

University of Chittagong.