



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

চট্টগ্রাম বিশ্ববিদ্যালয়, চট্টগ্রাম, বাংলাদেশ
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সূত্র / Ref. :

Memo. No.AS-3142/ 11572 /Genl.

তারিখ / Date :

Dated: 17-12-2024

Mr. Sabuj Chowdhury
Assistant Professor
Department of Electrical & Electronic Engineering
University of Chittagong
Chittagong, Bangladesh.

Sub: Grant of Study Leave and Release Order.

Dear Sir,

With reference to your application dated 14-11-2024 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 01-01-2025 for your study towards PhD Programme at McGill University, Canada, and that you have been released from the University with effect from 01-01-2025 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 Canada for the purpose.

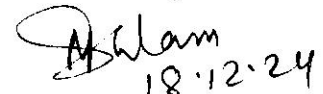
Further, I am directed to inform you that 10 (ten) percent of your Monthly Basic Pay to be drawn by you during the period of your Study Leave for the above mentioned purpose will be deposited in the university account and that the total amount, so deposited, will be refunded to you according to the terms & 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 Canada.

In this regard, I would request you to apply 3(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 and consents of the Surety Holders who signed in the Surety Bond at the time of your going on Study Leave OR to return from abroad and join your duties at this university within 31-12-2025. 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


18.12.24

(Professor Dr. Mohammed Saiful Islam)

Registrar

(In-Charge)

University of Chittagong.