



রেজিস্ট্রার অফিস  
REGISTRAR OFFICE  
UNIVERSITY OF CHITTAGONG  
CHITTAGONG 4331, BANGLADESH

চট্টগ্রাম বিশ্ববিদ্যালয়, চট্টগ্রাম, বাংলাদেশ  
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স্মারক / Ref. :

Memo. No.AS-3099/ 9859

/Genl.

তারিখ / Date :

Dated: /8-11-2024

Mr. Rezaul Karim

(Assistant Professor, Department of Communication and Journalism, CU. On SL)

C/O: Jonathan Pettigrew, PhD

Associate Professor and Director of Doctoral Studies

Hugh Downs School of Human Communication

Arizona State University

Arizaona, USA.

### Sub: - Extension of Study Leave.

Dear Sir,

With reference to your application dated 10-07-2024 on the above mentioned subject and in continuation of this Office Letter No: AS-3099/7450/Genl. dated 24-07-2023, I am directed to inform you that, you have been granted Extension of Study Leave on full average pay for 01 (one) year with effect from **02-08-2024 (2<sup>nd</sup> year)** for completion of your study towards **Ph.D** Programme at the **Arizona State University, USA.**

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.

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 **01-08-2025.**

Thanking you,

Yours sincerely

Sd/-

(Professor Dr. Mohammed Saiful Islam)

Registrar

(In-Charge)

University of Chittagong.

Dated: /8-11-2024

Memo. No.AS-3099/ 9859 (4) /Genl.

Copy forwarded for information & necessary action to: -

1. The Chairman, Department of Communication and Journalism, C.U.
2. The Comptroller of Accounts, C.U. with a request to deposit in the Chittagong University Account, 10% of Monthly Basic Pay of Mr. Rezaul Karim, Assistant Professor, Department of Communication and Journalism, C.U. to be drawn during the period of his Study Leave.
3. The Deputy Registrar, Teachers' Cell, Registrar's Office, C.U.
4. The Deputy Registrar, General Leave Section, Registrar's Office, C.U.
5. Master Copy.

Nizam

*Signature*  
18-11-24

(Md. Delwar Hossain)

Deputy Registrar (Higher Studies)

Registrar Office

University of Chittagong.