



Shahjalal University of Science and
Technology
Sylhet-3114, Bangladesh
www.sust.edu | registrar@sust.edu
Office of the Registrar
+8802996632210

Record Number: 37.01.9101.000.030.41.0056.23.77

Date: 18 Mar 2025

Office Order

The university authority is pleased to grant 42 (forty two) days earned leave (converting half average pay of 48 days into 24 days of full average pay) from 09-04-2025 to 20-05-2025 along with Eid-ul-Fitr vacation from 06-04-2025 to 08-04-2025 to Mrs. Mosrafa Begum Misu, Lecturer, Department of Bangla, Shahjalal University of Science and Technology, Sylhet, Bangladesh and permit to visit India of those days in purpose of her treatment under the following terms and conditions:

1. that no salary or portion there of would be paid in foreign currency during her stay abroad.
2. that this university would not bear any expenses for her proposed visit.
3. that she would be bound to join the university after expiry of her visit.

18-03-2025

Sayed Salim Md Abdul Quadir
Registrar
01711468636
registrar@sust.edu

Record Number: 37.01.9101.000.030.41.0056.23.77/1 (12)

Date: 18 Mar 2025

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. The Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka-1000;
2. Immigration Officer, High Commission of India, Dhaka, Bangladesh;
3. Immigration Officer, Hazrat Shahjalal (R:) International Airport, Dhaka, Bangladesh;
4. Immigration Officer, Benapole Port, Jessore/Agartola Port, Bangladesh/ Petrapole, Bongaon, India;
5. Immigration Officer, Horidaspur, , Bangladesh;
6. Immigration Officer, Tamabil/Dawki Port, Sylhet, Bangladesh;
7. Head of Department, Department of Bangla, Department of Bangla, Shahjalal University of Science and Technology;
8. Director of Accounts, Accounts Office, Shahjalal University of Science and Technology;

9. Deputy Registrar (PS to VC), Office of the Vice Chancellor, Shahjalal University of Science and Technology;
10. Mr. Md Moynul Hoque, Assistant Registrar, Office of the Registrar, Shahjalal University of Science and Technology, Sylhet, Bangladesh;
11. Mrs. Mosrafa Begum Misu, Lecturer, Department of Bangla, Shahjalal University of Science & Technology, Sylhet, Bangladesh and
12. File, -.



Rasheda

19-03-2025

Rasheda Khatun
Deputy-Registrar