



Shahjalal University of Science and Technology  
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Office of the Registrar  
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**Record Number:** 37.01.9101.000.030.40.0505.04.96

**Date:** 13 May 2025

**Office Order**

The University authority is pleased to allow station leave to Mr. Sayeef Ahmed, Associate Professor, Department of English Shahjalal University of Science & Technology, Sylhet, Bangladesh and permit to visit Sri-Lanka and Maldives during summer vacation along with weekly holidays from 24-05-2025 to 31-05-2025 for his personal purpose under the following terms and conditions:

1. That no salary or portion thereof would be paid in foreign currency during his stay abroad.
2. That this University would not bear any expenses for his proposed leave and visit.
3. That he would be bound to join the University after expiry of his visit.

13-05-2025

Sayed Salim Md Abdul Quadir

Registrar

01711468636

registrar@sust.edu

**Record Number:** 37.01.9101.000.030.40.0505.04.96/1 (11)

**Date:** 13 May 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, Sri-Lanka High Commission, Dhaka, Bangladesh;
3. Immigration Officer, Maldives High Commission, Dhaka, Bangladesh;
4. Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka, Bangladesh;
5. Head, Department of English, Shahjalal University of Science & Technology, Sylhet, Bangladesh;
6. Director of Accounts, Accounts Office, Shahjalal University of Science and Technology;
7. Mr. Sayeef Ahmed, Associate Professor, Department of English, Shahjalal, University of Science & Technology, Sylhet, Bangladesh.;
8. Deputy Registrar (PS to VC), Office of the Vice Chancellor, Shahjalal University of Science and Technology;
9. Assistant Registrar, Office of the Pro-Vice Chancellor, Shahjalal University of Science and Technology;

✓ 10. Mr. Md. Moynul Hoque, Assistant Registrar, Registrar office, SUST(Upload, In University website)  
and

11. Personal, File.



13-05-2025

Ataur Rahman  
Deputy Registrar