



Shahjalal University of Science and Technology
Sylhet-3114, Bangladesh
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General Branch
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Date: 01 Sep 2025

Record Number: 37.01.9101.000.030.50.0219.13.641

Office Order

The University authority is pleased to permit station leave to Dr. Masraba Sultana, Deputy Chief Medical Officer, Office of the Medical Centre of Shahjalal University of Science & Technology, Sylhet, Bangladesh during Weekly holiday and Durga Puja vacation from 27/09/2025 to 06/10/2025 in order to visit Thailand under the following terms and conditions:

1. That no salary or portion thereof 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.

Proposed

01-09-2025
Kalam Ahmad Chowdhury
Registrar (In charge)
01711468636
registrar@sust.edu

Date: 01 Sep 2025

Record Number: 37.01.9101.000.030.50.0219.13.641/1 (11)

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

1. The Secretary, Ministry of Education, Bangladesh Secretariate, Dhaka-1000, Bangladesh.;
2. Immigration Officer, The Royal Thai Embassy, Dhaka, Bangladesh.;
3. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.;
4. Immigration Officer, M A G Osmani International Airport, Sylhet, Bangladesh.;
5. Administrator, Office of the Medical Centre, Shahjalal University of Science and Technology;
6. Director of Accounts, Shahjalal University of Science and Technology, Sylhet, Bangladesh.;

7. Additional Registrar (PS to VC), Office of the Vice Chancellor, Shahjalal University of Science and Technology, Sylhet, Bangladesh.;
8. Dr. Masraba Sultana, Deputy Chief Medical Officer, Office of the Medical Centre, Shahjalal University of Science & Technology, Sylhet, Bangladesh.;
9. Assistant Registrar, Office of the Pro-Vice Chancellor, Shahjalal University of Science and Technology;
10. Md. Moynul Hoque, Assistant Registrar, Office of the Registrar, Shahjalal University of Science and Technology, Sylhet, Bangladesh(Requested to upload the office order on the office website)gy and
11. Personal File., .



A handwritten signature in black ink, located above the date and name of the Deputy Registrar.

01-09-2025

Nayeem Uddin Ahmed
Deputy Registrar