



Ref. No. Reg./04(794)

### Office Order

The University authority is pleased to grant study leave with pay to Mrs Sahelee Praveen Dipa, Associate Professor, Department of English, Shahjalal University of Science and Technology Sylhet, Bangladesh for a period of 02(two) years with effect from 20/09/2025. She is released from her duties on the same day in order to join her proposed Ph.D Degree at King's College London, UK 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 study.
3. That she would be bound to join the University after completion her proposed course.
4. That she would be bound to submit the admission confirmation letter from her supervisor or admission office or any other authentic document which can prove her confirmation of admission within three months from 20/09/2025 to the Registrar, SUST, Sylhet.
5. That encourage her to affiliate SUST, during the period of study leave, all research publications, patent, book etc.
6. That she would be bound to informed the university authority if she needed to extension her leave as early as possible.

Sayed Salim Muhammed Abdul Quadir

Registrar

Phone: 02996632210

E-mail: registrar@sust.edu

Ref. No. Reg./04(794) 15/1035

Date: 24.9.25

**Copy forwarded for information and necessary action to :**

01. The Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka-1000.
02. Maeve Huttly, Associate Director (Admissions), King's Admissions Office, King's College London, UK.
03. Immigration Officer, British High Commission, Dhaka, Bangladesh.
04. Immigration Officer, Hazrat Shahjalal (R:) International Airport, Dhaka, Bangladesh.
05. Head, Department of English, Shahjalal University of Science & Technology, Sylhet, Bangladesh.
06. Director of Accounts, Shahjalal University of Science & Technology, Sylhet, Bangladesh.
07. Director, Computer and Information Center, Shahjalal University of Science & Technology, Sylhet, Bangladesh.
08. Mrs Sahelee Praveen Dipa, Associate Professor, Department of English,, Shahjalal University of Science and Technology Sylhet, Bangladesh.
09. Secretary to Vice-Chancellor, Shahjalal University of Science & Technology, Sylhet. Bangladesh.
10. Additional Registrar (Council), Shahjalal University of Science & Technology, Sylhet, Bangladesh. (To report the matter to Academic Council)
11. Secretary to Pro-Vice Chancellor, Shahjalal University of Science & Technology, Sylhet. Bangladesh.
12. Mr. Md. Moynul Hoque, Assistant Registrar, Registrar office, SUST(For Uploading in University website).
13. Personal File.