



Shahjalal University of Science and Technology
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Establishment Teacher Branch-II
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Record Number: 37.01.9101.000.030.32.1108.25.125

Date: 19 Feb 2026

Office Order

The university authority is pleased to permit to **Dr. Naureen Khanam**, Department of Chemical Engineering & Polymer Science, Shahjalal University of Science & Technology, Sylhet, Bangladesh in order to perform the Holly Umrah Hajj in Macca, The Kingdom of Saudi Arabia during the forthcoming Eid-UI-Fitr vacation from 06 March 2026 to 20 March 2026 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 completion of her visit.

19-02-2026

Kalam Ahmad Chowdhury

Registrar (In charge)

Phone : 01711468636

E-mail : registrar@sust.edu

Record Number: 37.01.9101.000.030.32.1108.25.125/1 (10)

Date: 19 Feb 2026

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

1. The secretary, Ministry of Education, Bangladesh Secretariat, Dhaka – 1000.,
info@moedu.gov.bd;;
2. Immigration Officer, Embassy of Saudi Arabia, Dhaka, Bangladesh.,
bdemb@mofa.gov.sa;
3. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.,
info@hsia.gov.bd;
4. Dean, School of Applied Sciences & Technology, Shahjalal University of Science & Technology, Sylhet, Bangladesh.,
mrahman-cep@sust.edu;

5. Head, Department of Chemical Engineering & Polymer Science, Shahjalal University of Science & Technology, Sylhet, Bangladesh.,
salatul-cep@sust.edu;
6. Director of Accounts, Accounts Office, Shahjalal University of Science and Technology;
7. Additional Registrar (PS to VC), Office of the Vice Chancellor, Shahjalal University of Science and Technology;
8. Assistant Registrar, Office of the Pro-Vice Chancellor, Shahjalal University of Science and Technology ;
9. Mr. Md. Moynul Hoque, Assistant Registrar, Shahjalal University of Science & Technology, Sylhet, Bangladesh (Please upload to the website).,
moynulsust@gmail.com and
10. Dr. Naureen Khanam, Lecturer, Department of Chemical & Polymer Science, Shahjalal University of Science & Technology, Sylhet, Bangladesh.,
nkhanam-cep@sust.edu.



A handwritten signature in black ink, located to the right of the QR code.

19-02-2026
Md. Nazmul Haque
Additional Registrar