



Shahjalal University of Science and Technology
Sylhet-3114, Bangladesh
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Office of the Registrar
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Record Number: 37.01.9101.000.030.32.1124.26.90

Date: 02 Mar 2026

Office Order

The University authority is pleased to grant 03 (three) days without pay leave from 03-03-2026 to 05-03-2026 to Mr. Shefa Ul Karim, Lecturer, Department of Petroleum and Mining Engineering. Shahjalal University of Science and Technology, Sylhet, Bangladesh and permit to visit Germany along with weekly holidays and Eid-ul-Fitr vacation from 03-03-2026 to 17-03-2026 for his personal purpose under the following terms and conditions:

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

02-03-2026

Kalam Ahmad Chowdhury

Registrar (In charge)

Phone : 01711468636

E-mail : registrar@sust.edu

Record Number: 37.01.9101.000.030.32.1124.26.90/1 (9)

Date: 02 Mar 2026

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

1. The Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka-1000, Bangladesh,
;
2. Immigration Officer, Embassy of the Federal Republic of Germany, Dhaka, Bangladesh,
;
3. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh,
;
4. Head of Department, Department of Petroleum and Mining Engineering, Department of Petroleum and Mining Engineering, Shahjalal University of Science and Technology;
5. Director of Accounts, Accounts Office, Shahjalal University of Science and Technology;

6. Additional Registrar (PS to VC), Office of the Vice Chancellor, Shahjalal University of Science and Technology;
7. Mr. Shefa Ul Karim, Lecturer, Department of Petroleum and Mining Engineering, Shahjalal University of Science and Technology,
shefaul-pme@sust.edu;
8. Mr. Md Moynul Hoque, Assistant Registrar, Office of the Registrar, Shahjalal University of Science and Technology,
moynulsust@gmail.com and
9. Personal File, - ,



A handwritten signature in black ink, appearing to be 'G. Khan', located above the printed name.

03-03-2026
Muhammed Giash Uddin Khan
Additional Registrar