



Shahjalal University of Science and Technology
Sylhet-3114, Bangladesh
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General Branch
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Record Number: 37.01.9101.000.030.50.0202.08.759

Date: 02 Mar 2026

Office Order

The University authority is pleased to grant 15(Fifteen) days recreation leave from 30-03-2026 to 13-04-2026 and 03 (Three) days earned leave from 14/04/2026 to 16/04/2026 to Mr. Shorof Uddin Ahmed, Programmer, Office of the Director of Accounts, Shahjalal University of Science & Technology, Sylhet, Bangladesh to visit Saudi Arabia in order to perform Holy Umrah Hajj 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.

02-03-2026

Kalam Ahmad Chowdhury
Registrar (In charge)
Phone : 01711468636

E-mail : registrar@sust.edu

Record Number: 37.01.9101.000.030.50.0202.08.759/1 (10)

Date: 02 Mar 2026

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

- Secretary, Ministry of Education, Bangladesh Secretariate, Dhaka-1000.,
;
- Immigration Officer, Royal Embassy of Saudi Arabia, Dhaka, Bangladesh,
;
- Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.,
;
- Immigration Officer, M A G Osmani International Airport, Sylhet. Bangladesh.,
;

5. Director of Accounts (In-charge), 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. Shorof Uddin Ahmed, Programmer, Office of the Director of Accounts, Shahjalal University of Science and Technology;
8. Assistant Registrar (PS to Pro-VC), Office of the Pro-Vice Chancellor, Shahjalal University of Science and Technology;
9. Mr. Md. Moynul Hoque, Assistant Registrar, Office of the Registrar, Shahjalal University of Science & Technology, Sylhet. Bangladesh (Requested to upload the office order on the official website), and
10. Personal File., ,



A handwritten signature in black ink, consisting of a stylized 'N' and 'A' intertwined, located to the left of the printed name.

02-03-2026

Nayeem Uddin Ahmed
Additional Registrar

OK