



Ref. No. Reg / 05(99)/

**Office Order**

The University authority is pleased to grant 15 (Fifteen) days recreation leave from 07-06-2026 to 21-06-2026 and 04 (Four) days earned leave from 22/06/2026 to 25/06/2026 affixing weekly holidays, Summer vacation, Buddha Purnima and Eid-ul-Azha vacation from 15-05-2026 to 06-06-2026 to Mrs. Shaheena Sultana, Additional Registrar, Office of the Registrar, Shahjalal University of Science & Technology, Sylhet, Bangladesh to visit Saudi Arabia in order to perform Holy Hajj 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 leave.

Sdf

Registrar

Ref. No. Reg / 05(99)/4/111

Date: 27-4-26

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

01. Secretary, Ministry of Education, Bangladesh Secretariate, Dhaka-1000.
02. Immigration Officer, Royal Embassy of Saudi Arabia, Dhaka, Bangladesh.
03. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka, Bangladesh.
04. Immigration Officer, M A G Osmani International Airport, Sylhet. Bangladesh.
05. Director of Accounts (In charge), Shahjalal University of Science & Technology, Sylhet, Bangladesh.
06. Additional Registrar (Academic), Office of the Registrar, Shahjalal University of Science & Technology, Sylhet. Bangladesh.
07. Secretary to Vice-Chancellor, Shahjalal University of Science & Technology, Sylhet. Bangladesh
08. Mrs. Shaheena Sultana, Additional Registrar, Office of the Registrar, Shahjalal University of Science & Technology, Sylhet. Bangladesh.
09. Secretary to Pro-Vice Chancellor, Shahjalal University of Science & Technology, Sylhet. Bangladesh.
- ✓10. 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)
11. Personal File.



Additional Registrar

27.04.26