



Shahjalal University of Science and Technology
Sylhet-3114, Bangladesh
www.sust.edu | registrar@sust.edu
Office of the Registrar
+8802996632210

Record Number: 37.01.9101.000.030.40.0408.13.384

Date: 19 Oct 2025

Office Order

The University authority is pleased to grant 38 (thirty eight) days earned leave from 11-11-2025 to 18-12-2025 and weekly and winter vacation from 19-12-2025 to 31-12-2025 to Mrs. Sumena Sultana Assistant Professor, Department of Sociology, Shahjalal University of Science & Technology, Sylhet, Bangladesh and permit to visit Malaysia from 11-11-2025 to 31-12-2025 in order to submit of Ph.D thesis under the following terms and conditions:

1. that no salary or portion there of would be paid in foreign currency during her stay abroad.
2. that this University would not bear any expenses for her proposed leave and visit.
3. that she would be bound to join to her duties and report to the University after expiry of her visit.

In this connection, the office order issued vide memo no. 37.01.9101.000.030.40.040813.312 dated 05-09-2025 has been stand cancelled.

19-10-2025

Sayed Salim Md Abdul Quadir
Registrar
01711468636
registrar@sust.edu

Record Number: 37.01.9101.000.030.40.0408.13.384/1 (9)

Date: 19 Oct 2025

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

1. The Secretary, Ministry of Education, Bangladesh Secretariat, Dhaka-1000;
2. Immigration Officer, High Commission of Malaysia, Dhaka, Bangladesh;
3. Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh;
4. Head, Department of Sociology, Shahjalal University of Science & Technology, Sylhet, Bangladesh;
5. Director of Accounts, Shahjalal University of Science & Technology, Sylhet, Bangladesh;
6. Secretary to the Vice-Chancellor, Shahjalal University of Science & Technology, Sylhet, Bangladesh;
7. Mrs. Sumena Sultana, Assistant Professor, Department of Sociology, Shahjalal University of Science & Technology, Sylhet, Bangladesh;

8. Mr. Md Moynul Hoque, Assistant Registrar, Office of the Registrar, Shahjalal University of Science and Technology, Sylhet, Bangladesh, (For uploading university web site) and
9. Personal File, ..



A handwritten signature in black ink, appearing to read 'Afroze Sultana', enclosed within a light gray rectangular box.

19-10-2025
Afroze Sultana
Deputy-Registrar