সিলেট কৃষি বিশ্ববিদ্যালয়, সিলেট
SYLHET AGRICULTURAL UNIVERSITY, SYLHET

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Memo No.Reg./Ett.-1/P.File (Teacher-276)/18/**2994** Date: 04.11.2026

ORDER

The University authority is pleased to allow **Momotaj Begum (Passport No-B00931832)**, Assistant Professor, Department of Agricultural Marketing and Business Management, Faculty of Agricultural Economics and Business Studies, Sylhet Agricultural University, Sylhet, Bangladesh to visit USA for the purpose of his son's medical treatment & family reasons from 10.12.2026 to 31.12.2026. In this connection, authority has already approved her earned leave with station leave permission from 10.12.2026 to 31.12.2026 vide memo no. Reg./Estt.-1/P.File (Teacher-276)/18/2993; dated: 04.11.2026 under the following terms and conditions:

1. That, this University will not bear any financial liability for her said visit.
2. That, after completion of visit Momotaj Begum will be bound to return and join her duty in time.
3. This order is issued in pursuance of the office order vide memo no: ইউজিসি/প্রশাঃ/৪(৪)/৭৩(ভি-১০)২/৭৬৬২ Dated: 08.09.2011, University Grants Commission of Bangladesh, Ministry of Education, Government of the People's Republic of Bangladesh.

By order of the Vice-Chancellor,

Sd/-

(Md. Ashrafuzzaman)
Registrar (In Charge)
Sylhet Agricultural University, Sylhet.

Memo No.Reg./Ett.-1/P.File (Teacher-276)/18/**2994(13)** Date: 04.11.2026

Copy forwarded for information and necessary action to **(not as order of seniority):**

1. The Secretary, Secondary and Higher Education Division, Ministry of Education, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
2. The Secretary, Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
3. The Secretary, Ministry of Home Affairs, Government of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
4. Director General, Department of Immigration and Passport, Sher-e-Banglanagar, Agargaon, Dhaka.
5. Immigration officer, Hazrat Shahjalal (R.) International Airport, Dhaka.
6. Officer In-charge, U.S. Embassy Dhaka, Madani Avenue, Baridhara, Dhaka-1212, Bangladesh.
7. Momotaj Begum, Assistant Professor, Department of Agricultural Marketing and Business Management, Sylhet Agricultural University, Sylhet.
8. Chairman, Department of Agricultural Marketing and Business Management, SAU, Sylhet.
9. Dean, Faculty of Agricultural Economics and Business Studies, SAU, Sylhet.
10. Director (ICT), SAU, Sylhet. **(Requested to upload in website)**
11. Director (Finance and Account), SAU, Sylhet.
12. PS to VC (for kind information of Vice-Chancellor), SAU, Sylhet.
13. Office Copy.

04.11.26

(Md. Ashrafuzzaman)
Registrar (In Charge)
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Sylhet, Bangladesh.
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E-mail: registrar@sau.ac.bd