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রেজিস্ট্রারের অফিস  
ঢাকা বিশ্ববিদ্যালয়  
ঢাকা-১০০০, বাংলাদেশ  
ফোন: ৯৬৭০৫৩১,  
৯৬৬১৯০০/৪০২০ (অফিস)  
ফ্যাক্স: ৮৮-০২-৫৫১৬৭৮১০

No. Reg./Admin-1/.....

Dated: \_\_\_\_\_/১৪৩১  
/2025

Mohammad A. Momen  
Professor  
Institute of Business Administration  
University of Dhaka

Dear Sir,

With reference to your application dated 17.03.2025, I am directed to inform you that you have been granted earned leave from 06.04.2025 to 19.04.2025 with permission to affix Eid-ul-Fitr holidays of the University from 26.03.2025 to 05.04.2025 with the leave to enable you to go to the USA for personal reasons.

It may be mentioned that the University of Dhaka or the Government of the People's Republic of Bangladesh will not bear any expense in local or foreign currency for this purpose.

I am directed to inform you further that as authorized under Prime Minister Secretariat's Office letter No.03.069.026.06.00.003.2011-144(500) dated 20-06-2011 the Vice-Chancellor has permitted you to leave the station on 25.03.2025 at afternoon and to go to The USA for the above purpose and stay there for the period mentioned above.

Yours faithfully,

Sd./-


G M Mizanur Rohman  
Deputy Registrar (Admin-1)  
University of Dhaka

Memo No Admin-1/ 67757 -G2

Dated: 24/3 /2025

Copy forwarded for information & necessary action to:

1. The Secretary, Ministry of Public Administration, Govt. of the People's Republic of Bangladesh, Dhaka.
2. The Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Dhaka.
3. The Director General, Immigration & Passport, Govt. of the People's Republic of Bangladesh, Dhaka.
4. The Director, Institute of Business Administration, D.U.
5. The Director of Accounts, D.U.
6. Md. Rifat Amin, Technical Officer, Office of the Registrar, DU. [for upload in the Dashboard/Profile and Send in to the Institutional Email].

  
G M Mizanur Rohman  
Deputy Registrar (Admin-1)  
University of Dhaka