

Office of the Registrar  
University of Dhaka  
Dhaka-1000, Bangladesh  
Phone: 9670531, 9661900/4020(Off.)  
Fax: 88-02-55167810  
E-mail: [vcoffice@du.ac.bd](mailto:vcoffice@du.ac.bd), [registrar@du.ac.bd](mailto:registrar@du.ac.bd)



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

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

Dated: \_\_\_\_\_ /১৪৩০  
/2023

Mr. Fairuz Chowdhury  
Assistant Professor  
Institute of Business Administration  
University of Dhaka

Dear Sir,

With reference to your application dated 06.12.2023, I am directed to inform you that as authorized under Prime Minister Secretariat's Office letter No.03.069.026.06.00.003.2011-144(500) dated 19-06-2011 the Vice-Chancellor has permitted you to leave the station and to go to India during the period of your study leave from 14.12.2023 to 19.12.2023 to attend a International Conference on Marketing Innovation at Indian Institute of Management Kashipur, India.

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.

"You are requested to keep in mind the COVID-19 Pandemic challenges, regulations and obligations."

Yours faithfully,

Sd./-

Deputy Registrar (Admin-1)  
University of Dhaka

Memo No Admin-1/.....

Dated: 13.12 /2023

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. The Director, ICT Cell, D.U.

Deputy Registrar (Admin-1)  
University of Dhaka