Memo No. GSTU/R/PA/2025/6178-2175

Date- 12 November, 2025

OFFICE ORDER

With reference to his application dated 07/11/2025, Md. Shafiqul Islam, Associate Professor, Department of Pharmacy, Gopalganj Science and Technology University, Gopalganj is hereby permitted to go to University of Toyama, Japan in order to pursue higher study (PhD program). In this connection, He is also hereby granted study leave with pay, effective from 10/11/2025 to 09/11/2027 as per following conditions:

- 1. He has to inform the authority after joining the Program.
- 2. He has to submit progress report in every 06 (six) months by his supervisor positively.
- 3. According to Section E (13) of the University Leave Rule, "The application for extension of study leave will be submitted to the Registrar at least 03 (three) months before the end of the leave by the concerned teacher along with the study progress report through the supervisor".
- 4. Any information related to his higher studies; he must inform to the authority.

(Md. Enamuzzaman)

Registrar

Gopalganj Science and Technology University, Gopalganj.

E-mail: registrar@gstu.edu.bd

Memo No. GSTU/R/PA/2025/6178-2175

Date- 12 November, 2025

Copy forwarded for information and necessary action to:

- 1. Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Dhaka.
- 2. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Dhaka.
- 3. Director, Hazrat Shahjalal International Airport, Dhaka.
- 4. Officer In-charge, Relevant Embassy/ High Commission, Dhaka, Bangladesh.
- 5. Chairman, Department of Pharmacy, GSTU, Gopalganj.
- 6. Director, Foreign Exchange, Bangladesh Bank, Dhaka.
- 7. Director, Finance & Accounts, GSTU, Gopalganj.
- 8. Director, ICT Cell, GSTU, Gopalganj (For Upload University Website).
- 9. Director, Office of the Public Relation, GSTU, Gopalganj.
- 10. Deputy Registrar (Council Section), Registrar Office, GSTU, Gopalgani.
- 11. Md. Shafiqul Islam, Associate Professor, Department of Pharmacy, GSTU, Gopalganj.
- 12. PS to Vice Chancellor, GSTU, Gopalganj (For kind Information to the Vice Chancellor).
- 13. PS to Pro-Vice Chancellor, GSTU, Gopalganj (For kind Information to the Pro-Vice Chancellor).
- 14. PA to Treasurer, GSTU, Gopalgani (For kind Information to the Treasurer).
- 15. Personal file.
- 16. Master file.

(Md. Morad Hossain)
Deputy Registrar

D.M. GSTU-I, GSTU-MHK\Hamim sir board-teacher\Leave format\Study Leave\1. Study Leave English docx

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