



রেজিস্ট্রার অফিস
OFFICE OF THE REGISTRAR
UNIVERSITY OF CHITTAGONG
CHATTOGRAM 4331, BANGLADESH

চট্টগ্রাম বিশ্ববিদ্যালয়, চট্টগ্রাম, বাংলাদেশ
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23.11.2025

In pursuance of the order issued by the Office of the Hon'ble Prime Minister, Government of the People's Republic of Bangladesh vide memo No. 03.069.025.06.00.003.2011-144(500), Date: 19/6/2011 delegating authority to the Vice-Chancellors of the Universities, **Ms. Monika Biswas, Assistant Professor, Department of Music**, University of Chittagong, Bangladesh has been permitted to go to India for a period of 31 days from 07.12.2025 to 06.01.2026 for the purpose of treatment. She will be granted medical Leave after joining the respective department.

The University of Chittagong and the Government of the People's Republic of Bangladesh will have no financial responsibilities for the tour.

By Order-

Sd/-

(Professor Dr. Mohammed Saiful Islam)

Registrar (In-Charge)

University of Chittagong.

PABX -02334460765-74.79-91

Memo. No-Su-Sha-5734/3988 (9)Genl.

Date: 23.11.2025

Copy forwarded for information & necessary action to:-

1. **Ms. Monika Biswas, Assistant Professor, Department of Music**, University of Chittagong. She is requested to submit fitness certificate from registered medical practioner/ CMO, C.U. at the time of joining for granting ML.
2. The Secretary, President's Secretariat, Gov't. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
3. The Secretary, Ministry of Education, Gov't. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
4. The Secretary, Ministry of Foreign Affairs, Gov't. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
5. The Secretary, Ministry of Home Affairs, Gov't. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
6. The Chairman, Department of Music, University of Chittagong.
7. The Dean, Faculty of Arts and Humanities, C.U.
8. The Director, ICT, C.U. He is requested to upload the letter in the C.U. Website.
9. The Deputy Registrar (Council Section), Registrar's Office, C.U. for reporting to the syndicate.

(Muhammad Abul Mohsin Chowdhury)

Deputy Registrar (Admin)

General Leave Section

University of Chittagong.

Cell: 01754-493288.