



## রেজিস্ট্রার

চট্টগ্রাম বিশ্ববিদ্যালয়, চট্টগ্রাম-৪৩৩১  
 ফোন : পিএবিএক্স ০২৩৩৪৪৬০৭৬৫-৭৪  
 : ০২৩৩৪৪৬০৭৭৯-৯১  
 এক্সটেন-অফ. : ৪২০১  
 ফ্যাক্স : ০২৩৩৪৪৬০৭৭৮  
 ই-মেইল : registrar@cu.ac.bd  
 মোবাইল ফোন :

## Registrar

University of Chittagong, Chattogram-4331  
 Phone : PABX 02334460765-74  
 : 02334460779-91  
 Extn-Off. : 4201  
 Fax : 02334460778  
 E-mail : registrar@cu.ac.bd  
 Mobile Phone :

Memo. No.AS-2603/

/Genl.

Dated: 19 -08-2026

Mr. Muhammad Zakaria  
 Associate Professor  
 Department of Communication and Journalism,  
 University of Chittagong  
 Chittagong, Bangladesh

**Sub: - Extension of Study Leave & Extra Ordinary Leave without Pay.**

Dear Sir,

With reference to your application dated 10-07-2026 on the above mentioned subject and in continuation of this Office Letter No: AS-2603/9656/Genl. dated 25-08-2026, I am directed to inform you that, you have been granted Extension of Study Leave on full average pay with effect from 15-08-2026 to 22-09-2026 (01 month 08 days included 5<sup>th</sup> year) & Extra Ordinary Leave without Pay with effect from 23-09-2026 to 14-08-2027 (10 months 22 days included 6<sup>th</sup> year) for completion of your study towards Ph.D Program at the Arizona State University, USA.

Further, I am directed to inform you that 10(ten) percent of your Monthly Basic Pay to be drawn by you during the period of your Study Leave for the above mentioned purpose will be deposited in the Chittagong University Account and that the total amount, so deposited, will be refunded to you according to the terms & conditions of the Service Bond executed by you with this University.

In this regard, I would request you to return from abroad and join to your duty at this University along with a Course Leaving Certificate within 15-08-2027.

Yours sincerely

Sd/-

(Md. Iskander Siraj)

Deputy Registrar (Higher Studies)

University of Chittagong.

Dated: 19-08-2026

Memo. No.AS-2603/

9395

/Genl.

Copy forwarded for information & necessary action to:

1. The Chairman, Department of Communication and Journalism, C.U.
2. The Comptroller of Accounts, C.U. with a request to deposit in the Chittagong University Account, 10% of Monthly Basic Pay of Mr. Muhammad Zakaria, Associate Professor, Department of Communication and Journalism, C.U. to be drawn during the period of his Study Leave.
3. Deputy Registrar, TCPF, C.U.
4. Deputy Registrar, General Leave Section, Registrar's Office, C.U.
5. Assistant Registrar, Higher Studies Cell, Registrar's Office, C.U.
6. Director, ICT Cell, C.U.
7. Master Copy.

3 19/8/26.

(Md. Iskander Siraj)

Deputy Registrar (Higher Studies)

University of Chittagong.