



রেজিস্ট্রার

চট্টগ্রাম বিশ্ববিদ্যালয়, চট্টগ্রাম-৪৩৩১
ফোন : পিএবিএক্স ০২৩৩৪৪৬০৭৬৫-৭৪
: ০২৩৩৪৪৬০৭৭৯-৯১
এক্সটেন-অফ : ৪২০১
ফ্যাক্স : ০২৩৩৪৪৬০৭৭৮
ই-মেইল : registrarcu66@cu.ac.bd
মোবাইল ফোন :

Registrar

University of Chittagong, Chattogram-4331
Phone : PABX 02334460765-74
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Memo. No. AS-2925/

/Genl.

Dated: 31-08-2026

Mrs. Subarna Mazumder

Assistant Professor

Department of Communication and Journalism

University of Chittagong

Chittagong: 4331

Sub: - Extension of Study Leave.

Dear Sir,

With reference to your application dated 19-07-2026 on the above mentioned subject and in continuation of this Office Letter No: AS-2925/9668/Genl. dated 25-08-2025, I am directed to inform you that you have been granted extension of study leave on full average pay for 01(one) year with effect from 01-08-2026 (4th year) for completion of your study towards Ph.D Programme at The University of New Mexico, 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 apply along with the consents of the Surety Holders who signed in the Surety Bond at the time of your going on Study Leave, 03(three) months before expiry of the above leave, in case you need extension of your leave that will depend upon Satisfactory Progress Report from your Course Supervisor, Opinion of the Departmental (CU) Planning Committee OR to return from abroad and join your duties at this University within 01-08-2027.

Yours sincerely

Sd/-

(Md. Iskander Siraj)

Deputy Registrar (Higher Studies)

Registrar Office

University of Chittagong.

Dated: 31-08-2026

Memo. No. AS-2925/ ৯৭৩৫ /Genl.

Copy forwarded for information & necessary action to: -

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

(Md. Iskander Siraj)

Deputy Registrar (Higher Studies)

Registrar Office

University of Chittagong.