

Office of the Registrar

Jatiya Kabi Kazi Nazrul Islam University
Trishal, Mymensingh-2224, Bangladesh
Phone: 02-996676404, PABX:210



রেজিস্ট্রারের কার্যালয়
জাতীয় কবি কাজী নজরুল ইসলাম বিশ্ববিদ্যালয়
ত্রিশাল, ময়মনসিংহ-২২২৪, বাংলাদেশ
ফোন: ০২-৯৯৬৬৭৬৪০৪, PABX: ২১০

Ref. No. JKKNU/ESTABLISHMENT/P-709/12/4071

Date: 02.11.2025

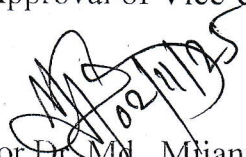
Dr. Md. Shafiqul Islam
Associate Professor
Department of Accounting and Information Systems
Jatiya Kabi Kazi Nazrul Islam University (JKKNIU)
Trishal, Mymensingh.

Sub: Granting duty leave, earned leave and permission to go to Thailand.

In response to your application dated 21.10.2025, the university authority has granted duty leave from 04.11.2025 to 06.11.2025 total 03 (three) days, earned leave from 07.11.2025 to 12.11.2025 total 06 (six) days and allowed you to go to Thailand and stay there from 04.11.2025 to 12.11.2025 during the duty leave, earned leave mentioned above under the following terms and conditions.


- I) No salary or portion thereof would be paid in foreign currency during your stay abroad.
- II) This university would not bear any expenses for your proposed visit.
- III) You would be bound to join this university after completion of this visit and submit a report regarding your conference.

By the Approval of Vice-chancellor,


(Professor Dr. Md. Mirjanur Rahman)
Registrar (In-Charge)
Jatiya Kabi Kazi Nazrul Islam University
Trishal, Mymensingh, Bangladesh.

Copy forwarded for information and necessary action to: (Not according to seniority)

01. Treasurer, JKKNIU, Trishal, Mymensingh.
02. Dean, Faculty of Business Administration, JKKNIU, Trishal, Mymensingh.
03. Head of the Department of AIS, JKKNIU, Trishal, Mymensingh.
04. Controller of examination (In-Charge), JKKNIU, Trishal, Mymensingh.
05. Assistant Director (Finance & Accounts), PS to VC (For kind information to honorable Vice-Chancellor), JKKNIU, Trishal, Mymensingh.
06. The Embassy of Thailand in Dhaka, Bangladesh.
07. Immigration Authority, Hazrat Shahjalal International Air Port, Dhaka.
08. ICT Cell, JKKNIU, Trishal, Mymensingh.
09. Leave section
10. Personal File /Record file


(Afruza Sultana)
Deputy-Registrar (Establishment),
Registrar Office, JKKNIU.