



ISLAMIC ARABIC UNIVERSITY

Office of the Registrar

Bochila, Mohammadpur, Dhaka-1231

www.iau.edu.bd

Ref: IAU/REGL/ADMIN/PERSONAL/2018/২৭৩

Date: 19.02.2026

OFFICE ORDER

The undersigned is directed to grant (Ex-Bangladesh) leave in favor of Md. Shamim Hossain Khan, Assistant Registrar, Islamic Arabic University, Dhaka, for the Medical Treatment of his Sister in India from 25/02/2026 to 26/03/2026 or 30 (Thirty) days from the date of departure, under the following terms and conditions:

2. Terms and Conditions:

- He will not stay in foreign country beyond approved period of time;
- He will inform the authority after his return;
- Islamic Arabic University will not bear any expenditure in this regard;
- The provision of Rule 34 of Appendix VIII of BSR (Part-1) is applicable for this approval that is the leave must begin within 35 (thirty five) days of the date on which it have been granted;
- He will bear All the expenses of this travel.

By order of the Vice-chancellor

(Fahad Ahmad Momtazi)

Registrar(in-charge)

Islamic Arabic University

Mobile: 01705408005

Email:momofahad@gmail.com

Ref: IAU/REGL/ADMIN/PERSONAL/2018/২৭৩ (10)

Date: 19.02.2026

Copy for kind information and necessary action (Not according to seniority);

- Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka.
- Visa Authority, High Commission of India, Dhaka.
- Director General, Passport & immigration Department, Agargoan, Dhaka.
- PS to Vice Chancellor, Islamic Arabic University, Dhaka (For his kind information).
- PS to Pro Vice Chancellor, Islamic Arabic University, Dhaka (For his kind information).
- Immigration officer, Immigration Department, Hazrat Shajalal International Airport, Dhaka.
- Director (Finance & Accounts), Islamic Arabic University, Dhaka.
- Programmer, I.C.T Cell, IAU, Dhaka, (With the request to publish on website).
- Md. Shamim Hossain Khan, Assistant Registrar, Islamic Arabic University, Dhaka
- Office copy/Personal file.

(Jakir Hossain)

Assistant Registrar

Islamic Arabic University