



Memo no: CoU/Registrar/Person-128/2008/ 4023

Date: 02.03.2026

Order

Sub: Regarding extension of leave to prepare for returning to country and participating in convocation.

The authority of this University has granted Extra-ordinary leave from March 04, 2026 to August 31, 2026 for the above-mentioned subject in favour of **Arupa Sarker**, Passport No. **B00382688** after the completion of her study leave for Master's program at 'Louisiana State University', USA.

The expenses relating to this purpose will not be borne by Comilla University.

By order

[Signature] 02.03.2026

(Professor Dr. Mohammad Anwar Hossen)

Registrar (Additional Charge)

Comilla University

Cumilla, Bangladesh

Mobile: 01712-509430.

Arupa Sarker

Assistant Professor

Department of Accounting & Information Systems

Comilla University

Cumilla, Bangladesh.

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Copy forwarded for information & necessary action to (Not in accordance with seniority):

1. Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
3. Dean, Faculty of Business Studies, Comilla University, Cumilla.
4. Head, Department of Accounting and Information Systems, Comilla University, Cumilla.
5. Controller of Exam, Comilla University, Cumilla.
6. Director in Charge (F&A), Comilla University, Cumilla.
7. Director in Charge (ICT Cell), Comilla University, Cumilla.
8. Concern Immigration Officer of Bangladesh.
9. P.S to VC, Comilla University, Cumilla (for Informing the Honorable VC).
10. P.S to Pro-VC, Comilla University, Cumilla (for Informing the Honorable Pro-VC).
11. P.A to Treasurer, Comilla University, Cumilla (for Informing the Honorable Treasurer).
12. Personal File.
13. Office Copy.

[Signature] 02.03.2026

(Biplob Majumder)

Deputy Registrar

Comilla University

Cumilla, Bangladesh.