

**Office of the Registrar
Comilla University**

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**রেজিস্ট্রার কার্যালয়
কুমিল্লা বিশ্ববিদ্যালয়**

কুমিল্লা-৩৫০৬, বাংলাদেশ
ফোন : (+৮৮) ০২৩৩৪৪১১১৪৫
ফ্যাক্স : (+৮৮) ০২৩৩৪৪১১১৩৫
মোবাইল : (+৮৮) ০১৭৯০৯৭৭৪৯৭
ই-মেইল : registrar@cou.ac.bd

Memo no: CoU/Registrar/Person-656/2015/ **1361**

Date: 12.07.2026

Order

Sub: Leave permission for Malaysia.

The authority of this university has permitted **Tahmina Akter**, Passport Number: **A21746919** to go to **Malaysia** for the purpose of travelling. For this purpose, she has been granted 31 days outside Bangladesh (Malaysia) leave treated as earned leave with full average pay from July 14 to August 13, 2026. This order has been issued under the authority provided by the Government of Bangladesh Vide Memo No: 03.069.025. 06.00. 003.2011-144(500), dated the 19th June 2011.

The expenses relating to this purpose will not be borne by Comilla University. After ending the leave she will be back to country and submit joining letter to the Registrar through respective authority.

By order

(Md. Majibur Rahman Mazumder)

Registrar

Comilla University
Cumilla, Bangladesh
Mobile: 01726-401311.

Tahmina Akter

Computer Operator
Registrar Office
Comilla University
Cumilla, Bangladesh.

Memo no: CoU/Registrar/Person-656/2015/ **1361**

Date: 12.07.2026

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

01. Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
02. Secretary, Ministry of Foreign Affairs, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
03. Director in charge (F&A), Comilla University, Cumilla.
04. Director in charge (ICT Cell), Comilla University, Cumilla.
05. Concern Immigration Officer of Bangladesh.
06. P.S to VC, Comilla University, Cumilla (for Informing the Honorable VC).
07. P.S to Pro-VC, Comilla University, Cumilla (for Informing the Honorable Pro-VC).
08. P.A to Treasurer, Comilla University, Cumilla (for Informing the Honorable Treasurer).
09. Personal File.
10. Office Copy.

(Biplob Majumder)

Deputy Registrar
Comilla University
Cumilla, Bangladesh.