

Office of the Registrar

Comilla University

Cumilla-3506, Bangladesh

web: www.cou.ac.bd

Tel : (+88) 02334411145

Fax : (+88) 02334411135

Cell : (+88) 01790977497

E-mail : registrarcou@gmail.com

registrar@cou.ac.bd



রেজিস্ট্রার কার্যালয়

কুমিল্লা বিশ্ববিদ্যালয়

কুমিল্লা-৩৫০৬, বাংলাদেশ

ফোন : (+৮৮) ০২৩৩৪৪১১১৪৫

ফ্যাক্স : (+৮৮) ০২৩৩৪৪১১১৩৫

মোবাইল : (+৮৮) ০১৭৯০৯৭৭৪৯৭

ই-মেইল : registrarcou@gmail.com

registrar@cou.ac.bd

Memo no: CoU/Registrar/Person-662/2016/ **1514**

Date: 24.08.2026

Order

Sub: Leave permission for India.

The authority of this university has permitted **Sumon Chandra Das**, Passport Number: **A22336359** to go to India for the purpose of attending his ailing son. For this purpose, he has been granted 01 month outside Bangladesh (**India**) leave treated as earned leave with full average pay from August 25 to September 24, 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 he will be back to country and submit joining letter to the Registrar through respective authority.

By order

(Majibur Rahman Mazumder)

Registrar

Comilla University

Cumilla, Bangladesh

Mobile: 01726-401311.

Sumon Chandra Das

Driver

Transport Pool

Comilla University

Cumilla, Bangladesh.

Memo no: CoU/Registrar/Person-662/2016/ **1514**

Date: 24.08.2026

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. Assistant Registrar, Transport Pool, Comilla University, Cumilla.
06. Concern Immigration Officer of Bangladesh.
07. P.S to VC, Comilla University, Cumilla (for Informing the Honorable VC).
08. P.S to Pro-VC, Comilla University, Cumilla (for Informing the Honorable Pro-VC).
09. P.A to Treasurer, Comilla University, Cumilla (for Informing the Honorable Treasurer).
10. Personal File.
11. Office Copy.

(Biplob Majumder)

Deputy Registrar

Comilla University

Cumilla, Bangladesh.