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-892/2020/ 632 Date: 21.10.2025

Order

Sub: Leave permission for Saudi Arabia.

The Authority of this university has permitted **Md Sheikh Farid**, Passport Number: **A06324549** to go to Saudi Arabia for the purpose of observing **Omrah Hajj**. On this purpose he has been granted 16 days outside Bangladesh (Saudi Arabia) leave treated as earned leave with full average pay from November 04 to 19, 2025. 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 be borne by himself. After ending the leave he will be back to Bangladesh and submit joining letter to the Registrar through respective authority.

By order

21.10.2025
(Professor Dr. Mohammad Anwar Hossen)
Registrar (Additional Charge)
Comilla University
Cumilla, Bangladesh
Mobile: 01712-509430.

Md Sheikh Farid
Office Assistant cum Computer Typist
Kazi Nazrul Islam Hall
Comilla University
Cumilla, Bangladesh.

Memo no: CoU/Registrar/Person-892/2020/ 632 Date: 21.10.2025

Copy forwarded for information & necessary action to:

1. Secretary, Ministry of Education, Govt. of the People's Republic of Bangladesh, Bangladesh Secretariat, Dhaka.
2. Provost, Kazi Nazrul Islam Hall,, Comilla University, Cumilla
3. Director in Charge (F&A), Comilla University, Cumilla.
4. Director in Charge (ICT Cell), Comilla University, Cumilla.
5. Concern Immigration Officer of Bangladesh.
6. P.S to VC, Comilla University, Cumilla (for Informing the Honorable VC).
7. P.S to Pro-VC, Comilla University, Cumilla (for Informing the Honorable Pro-VC).
8. P.A to Treasurer, Comilla University, Cumilla (for Informing the Honorable Treasurer).
9. Personal File.
10. Office Copy.

21.10.2025
(Biplob Majumder)
Deputy Registrar
Comilla University
Cumilla, Bangladesh.