



BANGLADESH UNIVERSITY OF PROFESSIONALS (BUP)

Mirpur Cantonment, Dhaka - 1216

website: www.bup.edu.bd

ADMISSION: BBA, MBA & EVENING MBA PROGRAMS (SESSION: 2011-2012)

BUP invites application from potential candidates for BBA, MBA and Evening MBA programs
Details are as follows:

BBA	MBA	Evening MBA
Duration : 4 years (8 Semesters)	Duration : 2 years (4 Semesters)	Duration: 2 Years (6 Trimesters)
Total Credits : 123	Total Credits : 66	Total Credits : 60
Class Timings : Day	Class Timings : Day	Class Timings : Evening

ELIGIBILITY FOR ADMISSION

BBA	(1) Applicants with minimum GPA of 3.50 in SSC and 3.25 in HSC and combined GPA of 7.00 can apply (2) Applicants with 'O' and 'A' Level must attain minimum Average Grade Point of 2.5 in 5 subjects in 'O' level and 2.0 in 3 subjects in 'A' level. Letter grades are to be converted to grade points as A = 4, B = 3, C = 2, D = 1 (3) Applicants passed HSC or equivalent before 2010 are not eligible to apply
MBA	(1) Bachelor Degree or equivalent in any field (2) Minimum 8 points calculated based on the results of past public examinations (as per table on the right) (3) No 3 rd division/class or less than GPA/ CGPA 2.5 in any public examination
Evening MBA	(1) Bachelor Degree or equivalent in any field (2) Minimum 7 points calculated based on the results of past public examinations (as per table on the right) (3) Not more than one 3 rd division/class or less than GPA/ CGPA 2.5 in any public examination (4) 3 years job experience in any public/private organization

Degree	Points Calculation		
	Division/Class		
	1 st	2 nd	3 rd
SSC/Equivalent	3	2	1
HSC/Equivalent	3	2	1
Bachelor Degree (Pass)	4	3	1
Bachelor Degree (Hons)	5	4	2
Master Degree	1	1	1

* Eligible applicants having a score of 1500 or more in SAT (with at least 500 in both Critical Reading and Mathematics and at least 450 in Written Section) for BBA program; a GMAT score of 550 or above (with minimum 40 percentile in verbal and 50 percentile in quantitative section) for MBA program and candidates with a minimum score of 500 in GMAT (with minimum 40 percentile in verbal and 50 percentile in quantitative section) for Evening MBA program will be exempted from the Written Admission Test

* For other certificates, equivalence will be determined by Equivalence Committee of BUP

* Further details about eligibility are explained in BUP admission prospectus available at the BUP Website

DETAIL TIME SCHEDULE

Application period	Publication of list of eligible candidates	Date and time of written test	Publication of written test result	Publication of selected and waiting list	Admission date		Class starts
					Selected list	Waiting list	
04 Sep 11 - 19 Sep 11	26 Sep 11	01 Oct 11 at 9:00 am	02 Nov 11	01 Dec 11	04 Dec 11 (Starts)	12 Dec 11 (Starts)	01 Jan 2012

Note: 1. List of eligible candidates for written test and all results will be published in website and BUP notice board.

2. **Place of Written Test:** BUP and MIST, Mirpur Cantonment, Dhaka-1216.

DETAIL INSTRUCTIONS ON HOW TO APPLY

Step 1: Depositing Application Processing Fee. Pay application processing fee in any of the following ways:

* **Electronic Money Order by Post Office** - Send Taka 500 (five hundred only) through e-money order from any post office of Bangladesh and mention followings in issue form: (a) Beneficiary Name: **Registrar**
(b) Beneficiary Address: **BUP, Mirpur Cantonment, Dhaka-1216.** (c) Beneficiary Mobile Number: **1000.** After deposition you will get a 16 digit TPIN ID in your mobile phone. Mention this **TPIN ID** number and deposition date in web application form.

Or

* **Trust Bank Ltd** - Deposit (cash) Taka 500 (five hundred only) at any Trust Bank branch to **Admission Account, BUP A/C number 0028-0320000242** and mention the trace number and deposition date in web application form. (Please ask the person at bank counter to post/transfer the money immediately and get your **trace number**)

Step 2: Application Submission. Submit your application through internet as follows:

* Log on to BUP website www.bup.edu.bd, click "Admission & Results" and then read the 'online application instruction' thoroughly. At the end of instruction there are links to apply for various programs.

Step 3: Obtaining Roll Number.

* After the submission of application, you will get a roll number.

Step 4: Seat Plan for Admission. Seat plan for admission test will be published in website, notice board and displayed in examination halls.

Step 5: Admit Card. No formal admit card will be issued. All applicants must bring original and duly attested photocopy of HSC or Equivalent registration card/Statement of entry (A level) which will be considered as admit card. However, MBA and Evening MBA applicants may bring original and duly attested photocopy of graduation admit card as alternative.

Step 6: Attested Documents are to be Handed over in Exam Hall. Candidates need to bring the following attested documents for appearing written admission test:

BBA	MBA	Evening MBA
<ul style="list-style-type: none"> * 3 Copies of attested passport size coloured photographs (Name and Roll Number written at the back) * SSC/equivalent marks sheet (Photocopy) * HSC/equivalent marks sheet. (Photocopy) * Bank/Post office money deposit slip (original) * Ward certificate (children of freedom fighter, military personnel and tribal (Photocopy) * HSC/equivalent registration card/statement of entry (A-level) (both Original and Photocopy) 	<ul style="list-style-type: none"> * 3 Copies of attested passport size coloured photographs (Name and Roll Number written at the back) * SSC/equivalent marks sheet (Photocopy) * HSC/equivalent marks sheet. (Photocopy) * Graduation marks sheet (Photocopy) * Masters marks sheet (if any) * Bank/Post office money deposit slip (original) * Ward certificate (children of freedom fighter, military personnel and tribal (Photocopy) * HSC/equivalent registration card/statement of entry (A-level) (both Original and Photocopy) Or Graduation/ equivalent admit card 	<ul style="list-style-type: none"> * 3 Copies of attested passport size coloured photographs (Name and Roll Number written at the back) * SSC/equivalent marks sheet (Photocopy) * HSC/equivalent marks sheet. (Photocopy) * Graduation marks sheet (Photocopy) * Masters marks sheet (if any) * Bank/Post office money deposit slip (original) * Ward certificate (children of freedom fighter, military personnel and tribal (Photocopy) * Experience certificate (original) * HSC/equivalent registration card/statement of entry (A-level) (both Original and Photocopy) Or Graduation/equivalent admit card

Step 7: Result of Written Test. Result of written test will be published in website and notice board.

SPECIAL INSTRUCTIONS

- Instructions regarding admission form and other details are given at BUP website www.bup.edu.bd.
- Candidates are required to qualify separately in all the sections of written test. The qualifying percentage is 40%.
- Final merit list will be prepared based on written admission test/GMAT/SAT score (50% weightage), interview/ viva voce (25% weightage) and past examinations (25% weightage).
- BUP will open a help desk, which will remain open on every working day during the period of submission of application from 10 a.m. to 1 p.m. for those who are unable to apply through website.
- Candidates can get the admission related information during office hours (09.00 am to 02.00 pm) by making call to 01722832594, 01816359054, 01671159968, 01673223736, 01722734755 and 01678121633.
- If any furnished information given by a candidate is found incorrect in the process, then the admission eligibility of the candidate will be cancelled and money will not be refunded.
- The university authority reserves the right to cancel/ modify/ change any information given in this advertisement.

Registrar

Bangladesh University of Professionals (BUP)

Tel: 8035997, Fax: 8035903 website: www.bup.edu.bd