

BANGLADESH UNIVERSITY OF PROFESSIONALS (BUP)

Mirpur Cantonment, Dhaka

ANNOUNCEMENT FOR 5TH CONVOCATION 2020

1. A Control Room is established at BUP Admin Building (Office of the Controller of Examinations, 2nd Floor, Lift-2) and will remain open on 01, 02, 03 & 04 January 2020 from 0900 hrs to 1600 hrs. Graduates are advised to collect Convocation Costumes, Invitation Cards and gift packs from here. For any query please contact 01769028798 (Additional Controller of Exam M Showkat Osman).

Collection of Invitation Cards and Convocation Costumes

2. Following documents will be required to collect invitation cards and costumes:

- a. Registration acknowledgement receipt.
- b. Money deposition receipt (original copy).
- c. Provisional/Original Certificate (Main Copy).
- d. Tk. 1500 in Cash (If graduates wish to retain convocation costumes).
- e. An authorization letter duly signed by concerned graduates will be required in case of representatives.

3. Following items to be collected:

- a. 2x invitation cards (Self & Guest).
- b. Convocation costumes (Hood, Cap and Gown).
- c. Gift pack.
- d. Money receipt (If paid for retaining costumes).

Attendance on convocation day at BUP Campus

4. All graduates are requested to be present at the University Campus by 0950 hrs on 06 January 2020.

5. Necessary briefing and rehearsals will commence at 1000 hrs.

6. After the ceremony, all graduates are requested to return their convocation costumes and collect costumes deposition receipt or collect money receipt for retaining of costumes.

7. Graduates, willing to retain convocation materials, may do so by paying taka 1500/- in cash.

8. Please collect Original Certificate from concerned booth by depositing '**ORIGINAL CERTIFICATE RECEIVING CARD**' and **Costumes Deposition Receipt** or money receipt for retaining of costumes.

9. Please find your concerned **BOOTH** and collect the **ORIGINAL CERTIFICATE**:

BOOTH NO	Card Serial	Remarks
01	1001 to 1400	Certificate Distribution Booths will be set up in "BUP Information Centre"
02	1401 to 1800	
03	1801 to 2200	
04	2201 to 2600	
05	2601 to 3000	
06	3001 to 3400	
07	3401 to 3800	
08	3801 to 4200	
09	4201 to 4541	

সমাবর্তন শিষ্টাচার (CONVOCATION ETIQUETTES)

10. মহামান্য রাষ্ট্রপতি ও আচার্য সমাবর্তন স্থলে প্রবেশ ও প্রস্থানকালে এবং জাতীয় সংগীত পরিবেশনের সময় দাঁড়িয়ে যথাযথ সম্মান প্রদর্শন করতে অনুরোধ করা হলো। (Due respect should be shown at the time of arrival and departure of the Hon'ble President & Chancellor of BUP and at the time of playing the National Anthem).

11. সংশ্লিষ্ট **ফ্যাকাল্টির ডিন** কর্তৃক গ্র্যাজুয়েটদের ডিগ্রি প্রদানের জন্য মহামান্য রাষ্ট্রপতি ও আচার্যের নিকট উপস্থাপনের সময় তাঁদের দাঁড়াতে এবং **মহামান্য রাষ্ট্রপতি ও আচার্য কর্তৃক ডিগ্রির স্বীকৃতি প্রদান না করা পর্যন্ত গ্র্যাজুয়েটগণকে দাঁড়িয়ে থাকতে অনুরোধ করা হলো।** (Graduates to stand as the respective Dean of Faculty presents them before the Hon'ble President & Chancellor to confer degree. **They should remain standing until the degree is conferred by the Hon'ble Chancellor of BUP).**

12. মহামান্য রাষ্ট্রপতি ও আচার্য কর্তৃক ডিগ্রির স্বীকৃতি প্রদান করার পর গ্র্যাজুয়েটগণ তাঁদের ট্যাসেল ডান হাতে বাম দিকে ঘোরাবেন এবং তাঁদের ক্যাপ শূন্যে ছুঁড়ে মারবেন। (After conferring degree by the Hon'ble Chancellor, graduates to turn their tassels from right to left and throw their caps on the air).

13. সমগ্র অনুষ্ঠান চলাকালীন নীরবতা বজায় রাখতে অনুরোধ করা হলো। (Keep silence during the entire program).

FACULTY WISE INSTITUTE & DEGREE

Ser	Faculty	Name of Institute & Degree
1	Faculty of Arts & Social Sciences (FASS)	BUP: BSS (Hons) in Economics, Disaster and Human Security Management (DHSM) AC&S: BA/BSS (Pass) EC&SME: BA/BSS (Pass), BoDS ICTC&C: BA/BA (Pass) STC&S: BA/BSS (Pass) OC&S: MEO, BoDS ASEA: BoDS EMEC&S: BoDS
2	Faculty of Business Studies (FBS)	BUP: BBA, MBA, MBA-Professional BNA: BBA in Logistic & Management BAFA, AIBA Savar, AIBA Sylhet: BBA, MBA
3	Faculty of Medical Studies (FMS)	AFMC: MBBS AFMI, ANCC, RANC: BSc in Nursing AFMI: BSc in Nursing (Post Basic), MPH & Postgraduate Diploma PISER: BSEd
4	Faculty of Security & Strategic Studies (FSSS)	BUP: BSS (Hons) in IR & LLM-Professional NDC: MPhil & MSDS OC&S: MEO
5	Faculty of Science & Technology (FST)	BUP: BICE, MICT, MISS DSCSC: MSc in Mil Studies MIST: BSc in CE, CSE, EECE, ME, AE, NAME, BME, NSE, CEE, CWRE and MSc in EECE BMA: BSc in Mil Studies BNA: BSc (Hons) in Maritime Science BAFA: BSc (Hons) in Aeronautics AC&S: MSc (MSAG)
6	Faculty of Business and Social Science (FBSS), BMA	FBSS-BMA: BBA, BSS (Hons) in IR and Economics
7	Centre for the Higher Studies & Research (CHSR), BUP	CHSR: MPhil & PhD <i>PhD Certificate will be handed over by the Honourable Chancellor.</i>