

Chittagong Independent University (CIU)

12, Minhaj Complex, Jamal Khan Road, Chattogram

Summer- 2024

ADMIT CARD COLLECTION NOTICE FOR MID-TERM EXAMS.

We kindly request all students of CIUBS, SSE, and SLASS to collect their admit cards for the upcoming "MID-TERM EXAMS" by clearing all outstanding fees according to the following schedule:

Program	Contact Person	Designation	Room No.	Collection Date	Collection Time
BBA & MBA Programs	Mr. Mohammad Rasel Eusoofi	Assistant Director, CIUBS	3407 (3rd Floor Roksana Monjil)	01 to 04 July 2024	10:00 am to 4:00 pm
B.Sc.(Engr.) Programs	Ms. Moumita Das	Manager, SSE	2305 (2nd Floor Roksana Monjil)	01 to 04 July 2024	10:00 am to 4:00 pm
BA (Hons.) & MA in English Programs	Mr. Masukur Rahman	Manager, SLASS	1703 (6th Floor, Minhaj Complex)	01 to 04 July 2024	10:00 am to 4:00 pm

Please take note of the following:

Effective from Summer 2024, the following changes to the admit card issuance policy will be implemented:

- **Midterm and Final Exams:** Admit cards will be issued to only paid students;
- **Zero-paid Students:** No admit cards will be issued for any exams;
- Please ensure that all fees are paid as per your billing statement to collect your admit card;
- Admittance to both MID-TERM and FINAL EXAMS will not be granted without an admit card;
- Admit cards must be collected in person; requests to collect them on behalf of others will not be considered.


Sarker Kamrul Mamun
Controller of Examinations
26.6.24