

Chittagong Independent University (CIU)

12, Minhaj Complex, Jamal Khan Road, Chattogram

AUTUMN- 2025

ADMIT CARD COLLECTION NOTICE FOR FINAL EXAMS

(FINAL EXAM SCHEDULE: 14 to 18 December 2025)

We kindly request all students of CIUBS, SSE, and SLASS to collect their admit cards for the upcoming "FINAL 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)	07 to 11 December 2025	10:00 am to 4:00 pm
B.Sc. (Engr.) Programs	Mr. Md. Rashedur Rahman	Manager (In-Charge), SSE	2305 (2nd Floor Roksana Monjil)	07 to 11 December 2025	10:00 am to 4:00 pm
BA (Hons.) & MA in English Programs	Mr. Masukur Rahman	Manager (In-Charge), SLASS	1703 (6th Floor, Minhaj Complex)	07 to 11 December 2025	10:00 am to 4:00 pm

Please take note of the following:

- Please ensure that all fees are paid in accordance with your billing statement to collect your admit card.
- Admittance to the FINAL Exams will not be granted without an admit card.
- Students are kindly requested to collect their admit cards on the designated dates mentioned above. Collecting admit cards during the examination period is strongly discouraged to avoid last-minute inconvenience.
- 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
25.11.2025