

BGMEA University of Fashion & Technology (BUFT)

Office of the Controller of Examinations

Notice

Date: 31th October, 2021

Midterm Exam, Fall-2021(1st Semester)

It is notified for information of all concerned that the **Mid Term Examination of Fall Semester-2021 (1st Semester)** will start from the **16th November, 2021**. All undergraduate students (1st Semester) of BUFT are advised to follow the **Instructions mentioned** below:

- ❖ All Exams will be held **In-person (physically)** in the **BUFT Campus**.
- ❖ **Exam schedule : From 16th to 29th November.**
- ❖ **Exam Time : 10.00 am to 11.30 am.**
- ❖ **Total Marks : 30 (Thirty).**
- ❖ **Time allowed : 90 (Ninety) minutes.**
- ❖ Students must show their **Admit Cards & ID Cards** in the Exam Room failing which they will not be allowed to sit for the Exams.
- ❖ No Student shall be allowed to enter into the exam room after the **expiry of 15 minutes** of the commencement of the exam.
- ❖ No one will be allowed to leave the exam room within **one hour** of the start of the exam.
- ❖ Students are instructed to receive **their Admit Cards** from the Controller's Office (Room No: 715) **from 13th to 14th November**
- ❖ Lost or missing of Admit Card may be issued only after payment of **Tk. 100/** in the account office/Bank.
- ❖ Students are also advised to check **their Section, Roll Call SL/Exam SL No and Room** number mentioned in the exam schedule and accordingly they will take their seats in the examinations.
- ❖ Any unfair means in the exam or misbehavior with Invigilator(s)/Hall Staff shall be liable to punishment according to the Code of Conduct, which may extend from cancellation of a course or whole exams or expulsion from the University for 1 or 2 years.
- ❖ Examinees are not allowed to carry any books, notes, written documents, mobile phone, and programmable calculator in the exam hall.
- ❖ All **genuine overlapping and absent students** are instructed to enlist their Names, ID & Course name including the name of the Faculty in the Controller's office. After confirmation of overlapping course(s), they will be allowed to sit for the overlapping exams.

N.B Students are instructed to follow the Section of each Course mentioned in their exam Schedule and also in the Admit Card. Accordingly, they will sit for exam. Seat plan of each exam or course may be changed if required.

Prof. Dr. Md. Sanaullah

Controller of Examinations