



BGMEA University of Fashion & Technology (BUFT)

Excellence Through Education

Campus: Nishatnagar, Turag, Uttara, Dhaka-1230 Tel: 09606808080, 09606950535, 09606950986, and 09606950987
Email: info@buft.edu.bd, www.buft.edu.bd

Date: 10 September 2023

Notice

Application for Special Tuition Fee Waiver **Semester: Fall-2023**

Applications for Special Tuition Fee Waiver are invited from bonafide students of BUFT. Students of all Undergraduate and Graduate Programs can apply. Students already enjoying waiver as per regular waiver policy of BUFT shall not qualify for Special Tuition fee waiver.

Who can apply?

Only the poor students having difficulty in payment of fees may apply for a special waiver with the conditions that:

- Applicant's total GPA in SSC & HSC results (if the candidate is a fresh student of BUFT) should be at least 8.00).
- CGPA earned by the student in different semesters completed at BUFT should be above 3.00
- The annual income of the applicant's parents/legal guardian must justify the logic for grant of special fees waiver.

Note: Application for special tuition fee waiver is to be addressed to the Chairman, Board of Trustees, BUFT and submit to the office of the students' own Department.

Students should carefully read and follow the Special Tuition Fees Waiver application form and submit the filled in application to the concerned Department on or before 01 October 2023. **Application forms are available in the Concerned Department and Website.**

By the order of the Authority

Registrar (Acting)

BUFT

Copy to:

1. PS to the Chairman, Trustee Board.
2. PS to VC.
3. PA to Pro-VC.
4. Treasurer
5. All Deans
6. DSW & Secretary of BOT.
7. Controller of Exam.
8. CFO.
9. Director, Administration
10. Head of Logistics.
11. Director (P & D)
12. All Heads of the Departments/Director, BIFT.
13. Librarian.
14. PR Section.
15. Accounts.
16. IT Section.
17. Office Copy.

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Email: info@buft.edu.bd, www.buft.edu.bd**Special Tuition Fee Waiver Application Form**Recent passport
size photograph
(one copy)*(This form is to be submitted (after filling in) along with an application in a plain paper.
Application must be submitted within 3 (three) weeks after the start of every semester.)***► Students' Information****1. Name of the Student :****2. Student's ID :****3. Father's Name :****4. Mother's Name:****5. Postal Address :****6. Telephone / Mobile Number:****7. E-mail :****8. Parents' Phone Number:****9. Date of Birth :****10. Do you enjoy any other Tuition fees waiver by BUFT?** ☐ Yes ☐ No.**If Yes , please tick the following:**

- | | |
|---|--|
| ☐ BUFT Merit Scholarship (Result) | ☐ Tribal |
| ☐ Merit Scholarship on Admission Test) | ☐ BUFT Employees |
| ☐ Siblings | ☐ National Level Sports Performer |
| ☐ Couple | ☐ BUFT Trustees' Scholarship |
| ☐ Freedom Fighter | ☐ Physically Challenged Students |
| ☐ Humanitarian Ground | ☐ Scholarship on SSC & HSC Result |

11. Please mention the amount of waiver you have received in last semesters:

Sl.	Semester-Year	Taka (Percentage)	Sl.	Semester-Year	Taka (Percentage)
1	Spring-		5	Spring-	
2	Fall-		6	Fall-	
3	Spring-		7	Spring-	
4	Fall-		8	Fall-	

12. Name of your sibling/spouse (if any now studying in BUFT):

Name : _____ ID : _____

13. Academic Performance:

- SSC/O' Level: Year: _____ Result: _____
- HSC/A' Level: Year: _____ Result: _____
- BUFT:

Sl.	Semester-Year	GPA	CGPA	Sl.	Semester-Year	GPA	CGPA	Remarks
1	Spring-			5	Spring-			
2	Fall-			6	Fall-			
3	Spring-			7	Spring-			
4	Fall-			8	Fall-			

Student's Signature

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► Financial Guarantor's Information	
14. Financial Guarantor's Name:	
15. Address :	
16. Occupation:	17. Telephone/cell number:
18. E-mail ID:	
19. Guarantor's relationship with the applicant:	
☐ Father ☐ Mother ☐ Spouse ☐ Self ☐ Sibling ☐ Others (Please specify)_____	
20. No. of dependent(s) of the financial guarantor:	
21. No. of other dependent(s) for whom the guarantor pays for their studies:	
22. How many earning members in your family except guarantor:	
► Family Income (to be attested by Union Parishad Chairman or local government representative)	
23. Total family income of the guarantor (monthly)	Tk. _____
24. Breakdown of Income source:	
➤ Salary Tk. _____	➤ From Abroad Tk. _____
➤ Business Tk. _____	➤ Assets/ Property Tk. _____
➤ Agriculture Tk. _____	➤ House Rent Tk. _____
➤ Investment(s) Tk. _____	➤ Others(Please specify) Tk. _____
Total: Tk. _____	
Signature of the Financial guarantor _____ Date: _____	
► Reference: (please tick the following)	
☐ BUFT Trustee Board Members ☐ Sr. BUFT Executives ☐ Leading Personalities in RMG or Textile Business ☐ Other _____	
25. Name:	
26. Designation:	
27. Company Name:	
28. Company Address:	
29. Relationship with the Referee:	
30. Phone number of Referee:	
► Please submit the following papers (duly attested, if copies are submitted)	
(a) TIN Certificate of financial guarantor (required if the guarantor is bounded by existing law). (b) Financial guarantor's last three months' bank statement. (c) Salary certificate from the company (if the guarantor is an employee). (d) Photocopy of the business trade license (applicable for businessman). (e) Retirement documents (in case of retired guarantor). (f) Any other document supporting your application. (g) Valid document of Orphan students / Victims of severe accident.	
► Recommendation / forwarding by:	
Administrative Officer	Head of the Dept.
Dean	
► Decision of the Chairman, Trustee Board:	
☐ Approved waiver of% ☐ Not approved.	
Signature	