

BGMEA University of Fashion & Technology (BUFT)
Office of the Controller of Examinations
Supplementary SEE (Overlap/Fail/AB students) Fall Semester-2023

Notice

Date: February 25, 2024

It is for the information of all concerned that the Supplementary SEE of **Overlapped/Failed/Absent Courses** of Fall Semester-2023 will start from **18 March, 2024**.

The following categories of students can apply only for the theory courses.

****A student can apply maximum three (3) courses.**

****Application for Lab or Practical Exams will not be considered.**

1. Overlapped Students: Students who could not take part in the SEE, Fall Semester-2023 due to course overlap, can apply for overlap exam.

2. Absent Students: Students who were absent or could not attend the SEE, Fall Semester-2023 due to various valid reasons can also apply as an **Absent (AB)** candidates.

*** Tk.1000/= per course will be charged for the approved absent students in the Final Exams which will be paid in the next Advising period. (No charge will be applicable for overlap students).**

3. Failed Students: Students who have failed in the SEE, Fall Semester-2023 can apply.

***Tk.1000/= per course will be charged, which will be paid in the next Advising period.**

Applicants will receive an **Approved or Rejected** message but concerned teacher will get only **Approved** message. Only **Approved** applicants can participate in the exam.

- Approved candidates are asked to follow the detailed **Supplementary exam schedule** and participate in the exam at BUFT campus.
- The exam schedule will be published at the end of the application period **(on 13, March 2024)** on the BUFT **website, Notice Board and UCAM**.
- **Applying date through UCAM: From 07 to 10 March, 2024.**
- **Exam Date: 18 to 20 March, 2024.**
- **For applying Online Overlap/Absent/Failed Theory Courses, students will use their UCAM ID, then login and get Overlap/AB/Failed application form.**

Conditions for appearing in the Supplementary Exam of failed students

Students who have failed in the SEE, Fall-2023 can apply **maximum three (03) courses** ***Tk.1000/= per course will be charged, for approved candidates. Rejected applicants will not be allowed to sit for the exams+**

Application of failed students will be rejected for the following reasons:

- i) **Absent in the SME;**
- ii) **Total marks less than 20 [without Final marks] per course.**
- iii) **Dis-collegiate (Attendance below 51%) courses.**
- iv) **Expelled in the SME & SEE, Fall-2023.**

Conditions for appearing in the Supplementary Exam of absent students:

A Student who missed the regular SEE, Fall-2023 must apply to the Controller of Exams through course teacher and HOD mentioning **reasons of absent along with supporting documents** within 3 days after completion of the SEE. Otherwise their **online applications (If applied) will be rejected**. Only approved candidates can participate in the Supplementary Exam with a fine of **Tk. 1000/ per course**.

Prof. Dr. Md. Sanaullah
Controller of Exams,
BUFT

