



SOUTHEAST UNIVERSITY

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Ref: SEU/ACAD/NOTICE/0004/2022

Date: 10.01.2022

NOTICE

Subject: Faculty Teaching Evaluation – Fall 2021.

All Registered Students of all Departments will use University Management System (UMS) to complete Faculty Teaching Evaluation for Fall 2021 Semester. The schedules of all respective schools are mentioned below:

Name of the School	From – To
School of Arts & Social Sciences	January 15 to January 20, 2022
Southeast Business School	
School of Science & Engineering	

- All newly enrolled students are advised to contact their respective department office to **collect individual password** and complete the process.
- It is **mandatory** for all students to complete the evaluation.
- If any student fails to complete the evaluation within the stipulated time he/she will have to pay Taka 200/= as penalty.
- All Chairs and Coordinators are requested to set the schedule of the Faculty Teaching Evaluation in the UMS system accordingly.

Hemayet Ferdous

Mohammed Hemayet Ferdous

Deputy Registrar (Academic)

Copy for action:

1. All Deans
2. All Academic Chairs, Director MBA & BBA
3. Director Finance
4. Controller of Examinations
5. Director IT (with a request to upload it to SEU website)
6. Director BCPR (with a request to upload it to SEU facebook page)
7. Officer In Charge (Admission & Promotion)
8. All Program Officers (with a request to circulate it to Notice Board/s)

For Information:

1. Secretary, BOT, SEUT
2. PS to Hon'ble Representative of the BOT, SEUT
3. PA to Hon'ble Vice Chancellor
4. PA to Hon'ble Adviser, BOT, SEUT
5. PA to Registrar
6. Office File.