



SOUTHEAST UNIVERSITY

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Ref: SEU/ACAD/NOTICE/0501/2023

Date: 23.11.2023

NOTICE

Subject: Mid-Term Exam and Last Date of Tuition Fee Payment for 2nd Installment, Fall 2023 (Except Pharmacy & Law)

1. The Mid-Term examination of all Undergraduate and Master's programs (except Pharmacy and Law) will be held between **08 December – 17 December 2023**.
2. Last date of payment for 2nd installment Tuition Fees (30%) is **06 December 2023** for all Undergraduate and Master's Programs of existing students.
3. All students are advised to pay their tuition fees on or before **06 December 2023** and generate their admit card from UMS account. Without admit card students will not be allowed to sit for the Mid-Term Examination.
4. Department must ensure all students pay their dues in time.

Md. Kamal Uddin

Deputy Registrar (Academic)

Copy for action:

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

For Information:

1. All Deans
2. Secretary, BoT, SEUT
3. PA to Hon'ble Vice Chancellor
4. PA to Hon'ble Adviser, BoT, SEUT
5. PA to Registrar
6. Office File.