



BANGLADESH UNIVERSITY OF BUSINESS AND TECHNOLOGY (BUBT)

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Ref: BUBT-C/E-46066-11-25

Date: 17-11-2025

Code of conduct of the students in the Examination Halls

The Final Examination of Fall Semester, 2025 shall start from December 02, 2025. The Students shall abide by the following rules in the Examination Halls:

1. The students shall enter into the examination Halls with the Admit Cards and ID Cards only. They will not possess any other written or printed paper with them in the Examination Hall (s).
2. No one shall enter into the Examination Hall with Mobile Phone, Smart Watch, Programmable Calculator, Bluetooth headphone device or any other Electronic gadgets.
3. The students must enter into the Examination Halls **10 (ten) minutes** ahead of the start of the examination and will sit in their allocated seats. Late arrivals beyond 30 minutes after the start of the Exam will not be permitted.
4. Any student found adopting any sort of unfairmeans in the Examination Hall will face disciplinary action as per the University Policy.
5. Students shall not be allowed to leave the Examination Halls for washroom before one hour is passed from the start of the Examination and must come back within 5 (five) minutes.
6. No student will leave the Examination Hall before collection of the Answer Scripts from all the students at the end of the examination.


(Md. Emarul Haq Joarder)
Controller of Examinations (Additional Charge)

Distribution:

1. P.S. to the Vice Chancellor
2. P.A to the Advisor
3. Treasurer
4. Dean, Faculty of Arts & Humanities / Business / Engineering & Applied Sciences/Law
5. Registrar
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7. CITO, IT Unit
8. Proctor
9. Chairman, Department of Marketing/Management/Finance/Economics/English/Accounting/ Mathematics & Statistics /Law & Justice / EEE / CSE / Civil/Textile Engg.
10. Joint Director, Accounts
11. Notice Boards
12. Front Desks
13. Website upload (Students Annex Portal)
14. Office Copy