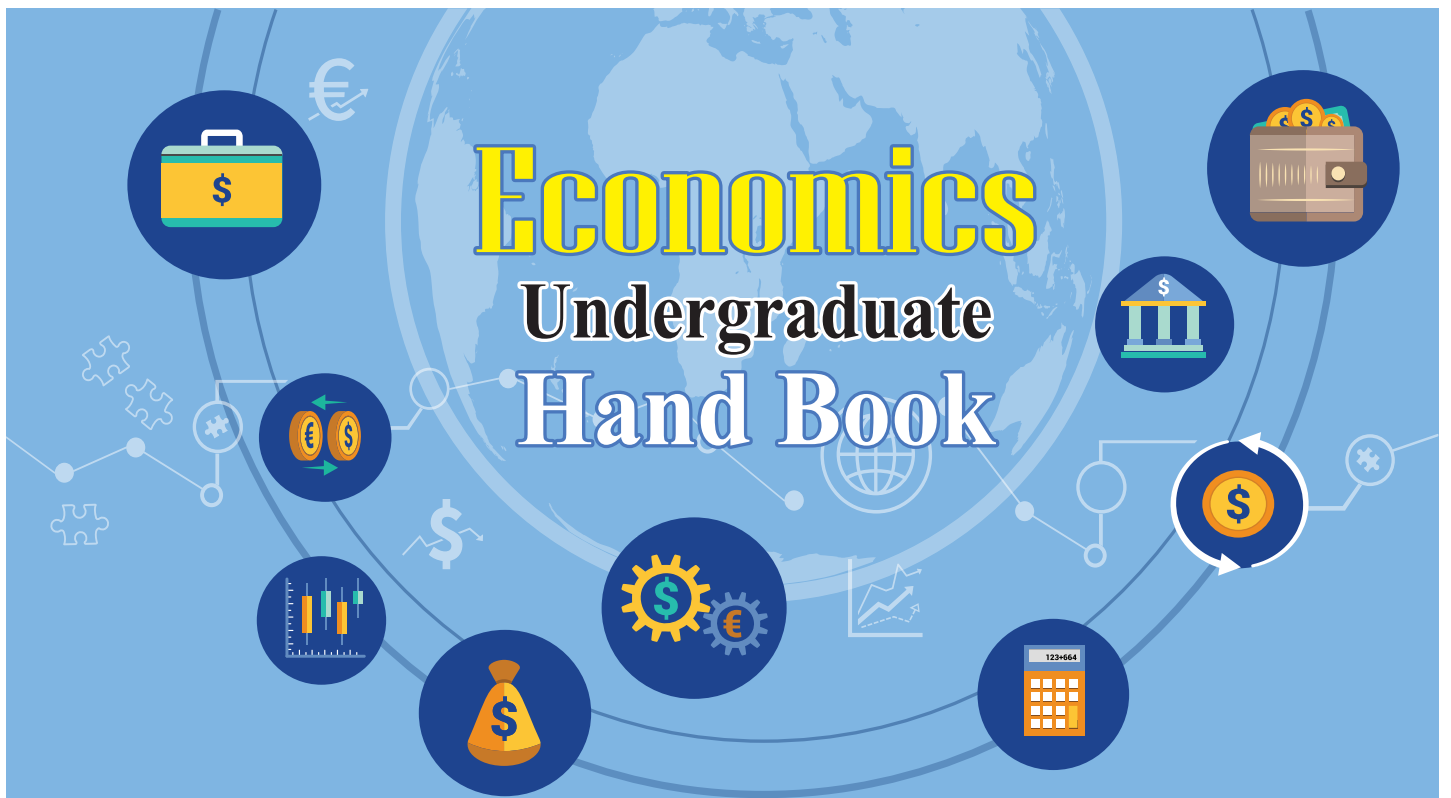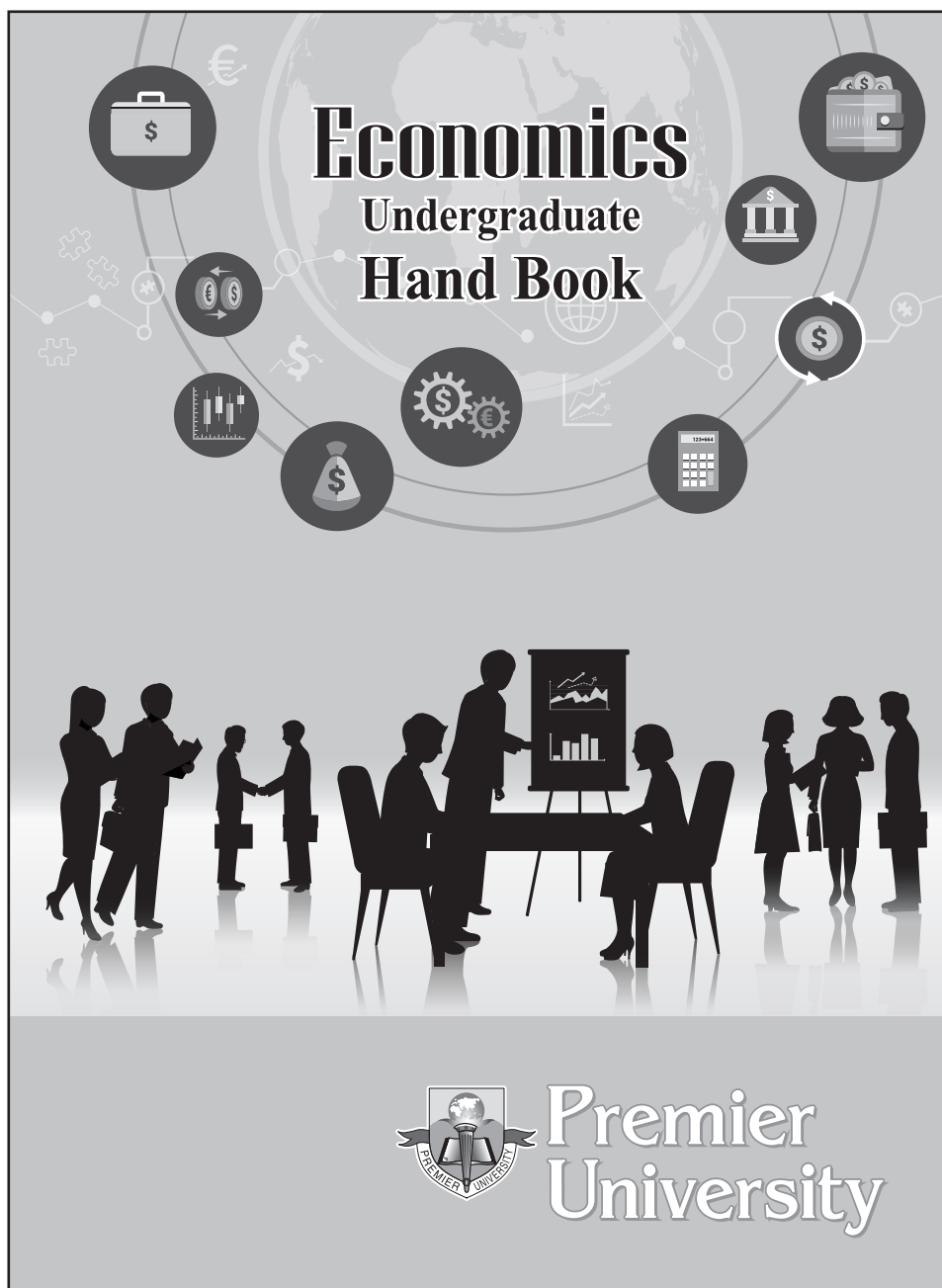# Economics
Undergraduate
Hand Book

Premier University

Economics

Undergraduate

Hand Book

Premier University

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1. PREFACE

Welcome to Premier University (PU). This Undergraduate Handbook contains essential information regarding students' life, academic policies, available services, and resources. It is the responsibility of every undergraduate student to thoroughly read this document and adhere to its guidelines throughout their academic journey. Ignorance of the rules or any provision in this Handbook will not be accepted as an excuse for any breach of or non-compliance with the rules. For further clarifications, students should consult their assigned academic Adviser or the Registrar's Office.

2. NOTICE

This Handbook outlines the university's rules, policies, and resources applicable to all undergraduate students. Premier University reserves the right to update this document as necessary.

3. HOW TO NAVIGATE THE HANDBOOK

• **The Student and Campus Life section** includes details about extracurricular activities, facilities, student services, and campus resources.

• **The Academic section** covers courses, degree requirements, grading, and graduation policies.

• **The Code of Conduct and Disciplinary Procedures section** outlines expected behavior, the consequences of violations, and the process for ensuring a fair and respectful academic environment.

4. UNIVERSITY OVERVIEW

Background

Since ancient times, education has been recognized as a fundamental factor in improving human conditions within a social setting. Greek thinkers such as Socrates, Plato, and Aristotle acknowledged the crucial role of education in society. Plato, in particular, developed a comprehensive educational framework for his ideal state, recognizing that a philosopher-king must have adequate education to govern effectively.

Education has always played a vital role in economic and social development. Modern economists, including Theodore Schultz, Gary Becker, and Amartya Sen, have emphasized the significance of human capital in driving economic growth. Studies conducted by the World Bank further highlight that investment in human capital through education which significantly contributes to national development.

Higher education is essential in transforming individuals into skilled human capital. Societies that invest in education and skill development can compete successfully in today's global market. The experiences of Japan, South Korea, Hong Kong, Singapore, Malaysia, and China illustrate how education, when combined with workforce efficiency, fosters economic prosperity.

Genesis

Recognizing the importance of education, the Chattogram City Corporation envisioned establishing a university in Chattogram that would provide quality education at an affordable cost. In 1998, a Needs Assessment Study was conducted, leading to the submission of a project proposal for Premier University to the Ministry of Education in May 2001. The government approved the proposal under the Private University Act, 1992 (Amended in 1998), and the University Grants Commission (UGC) approved its curricula. Premier University officially commenced its academic programs on January 21, 2002.

Premier University is approved by the Government of the People's Republic of Bangladesh, and its curricula and programs are approved by the University Grants Commission (UGC). The President of the People's Republic of Bangladesh serves as the Chancellor of Premier University.

BAETE and Washington Accord Accreditation

The Electrical and Electronic Engineering (EEE) Department at Premier University is accredited by the Board of Accreditation for Engineering and Technical Education (BAETE) under the Institution of Engineers, Bangladesh (IEB). Additionally, the EEE program is recognized under the Washington Accord, ensuring its international accreditation.

Permanent Charter

On December 29, 2021, the Ministry of Education granted Premier University a Permanent Charter, recognizing it as a distinguished university in Bangladesh. This distinction reflects the university's commitment to quality, education and research.

Vision of the University

The vision of Premier University is to become a leading academia in the country and beyond for quality education, research and innovations in higher education.

Mission of the University

Mission 1: Premier University aims to provide higher education to students.

Mission 2: Premier University aims to educate the students through the best possible methods of learning.

Mission 3: The higher education Premier University provides will not only disseminate knowledge but also generate an urge among students to create new knowledge, skills and technology.

Mission 4: One of the aims of Premier University is to participate in the endeavor of the state of Bangladesh in transforming it into a great seat of learning.

Mission 5: Premier University is also committed to disseminating and creating scientific, technological, engineering and humanitarian knowledge and skills related to new emerging industrial revolutions.

Core Values of the University

Premier University is built upon core values that define its academic culture:
- **Excellence:** Commitment to high educational standards, research, and innovation.
- **Integrity:** Upholding ethical conduct, transparency, and accountability.
- **Innovation:** Encouraging creativity, critical thinking, and technological advancements.
- **Social Responsibility:** Fostering leadership, sustainable development, and community engagement.

Strategic Pillars of the University

Premier University has established five foundational pillars to drive its mission and vision:
- **Program Expansion:** Expanding academic offerings, including M.Phil. and Ph.D. programs, to strengthen research and innovation.
- **Infrastructure Enhancement:** Investing in modern facilities, laboratories, and digital resources to support academic excellence.
- **Industry Integration & Collaborative Synergy:** Strengthening partnerships with industries, academic institutions, and research organizations to enhance practical learning and research impact.
- **Curriculum, Teaching & Learning:** Advancing curriculum development and pedagogical approaches to uphold educational excellence.
- **Student-Centric Approach:** Prioritizing student engagement, well-being, and holistic development.

Additionally, **Impact-Driven Research** remains a key focus at Premier University, ensuring that research efforts address real-world challenges and contribute to societal progress. The university also focuses on publishing research journals in both print and online versions, organizing research seminars to disseminate outcomes, and fostering collaboration among faculty and students to create solutions for contemporary issues. These initiatives contribute significantly to advancing the university's position as a leader in higher education and research.

5. FACULTIES AND DEPARTMENTS

There are six faculties under which departmental programs are carried out. The faculties and their respective departments are as follows:

Faculty of Business Studies

- Department of Business Administration
  (Accounting Discipline, Finance Discipline, Human Resource Management Discipline, Management Discipline and Marketing Discipline)

Faculty of Engineering

- Department of Computer Science and Engineering (CSE)
- Department of Electrical and Electronic Engineering (EEE)
- Department of Architecture

Faculty of Arts

- Department of English Language and Literature
- Department of Fashion Design and Technology
- Department of Bangla Language and Literature

Faculty of Law

- Department of Law

Faculty of Social Science

- Department of Economics
- Department of Sociology and Sustainable Development

Faculty of Science

- Department of Mathematics
- Department of Public Health
- Department of Chemistry

6. PROGRAMS

The following undergraduate and postgraduate programs are offered under different departments:

Undergraduate Programs

- Bachelor of Business Administration (BBA);
  (Accounting Discipline, Finance Discipline, Human Resource Management Discipline, Management Discipline and Marketing Discipline)

- Bachelor of Science in Computer Science and Engineering (CSE);

- Bachelor of Arts (Hons.) in English;

- Bachelor of Laws (LL.B. (Hons.);

- Bachelor of Social Science (Hons.) in Economics;

- Bachelor of Science in Electrical and Electronic Engineering (EEE);

- Bachelor of Architecture;

- Bachelor of Science (Hons.) in Mathematics;

- Bachelor of Science (Hons.) in Chemistry;

- Bachelor of Social Science (Hons.) in Sociology and Sustainable Development;

- Bachelor of Arts (Hons.) in Bengali Language and Literature;

- Bachelor of Arts in Fashion Design and Technology.

Graduate Programs

- Master of Business Administration;
  (Accounting Discipline, Finance Discipline, Human Resource Management Discipline, Management Discipline, Marketing Discipline and Supply Chain Management Discipline)

- Master of Arts in English (Major in EL & TESOL);

- Master of Social Science in Economics;
  (Specialization in Banking and Finance & Development Studies)

- Master of Laws (LL.M.);

- Master of Science in Mathematics;

- Master of Public Health;

- Master of Science in Computer Science and Engineering;

- Master of Science in Sociology and Sustainable Development;

- Master of Science in Molecular Biology & Bio-Info.

Other Programs (Diploma & Certificate Courses)
- CISCO Certified Network Associates (CCNA);
- Postgraduate Diploma in Library and Information Science (PGDLIS);
- IoT & Data Analytics;
- Amazon Web Service (AWS) Cloud Foundations;
- Japanese and Chinese Language Course.

In future, Premier University will expand its activities and offer degrees, diplomas, certification programs and other educational services to expand knowledge.

7. STUDENT LIFE

7.1 The Campus

Premier University, located in the heart of Chattogram, operates across multiple campuses, each designed to provide a modern and student-friendly learning environment. Strategically positioned near key transportation hubs such as Chattogram Zero Point, the railway station, and the central bus depot, all campuses are easily accessible within 5 to 10 minutes from these locations. The university offers high-quality infrastructure, including air-conditioned and multimedia-equipped classrooms, well-structured laboratories, modern computer facilities, and enriched libraries to support academic and research activities. With dedicated academic buildings, seminar halls, research centers, and recreational spaces, Premier University ensures a comprehensive educational experience. Its commitment to excellence is reflected in its state-of-the-art facilities, fostering an engaging and innovative learning atmosphere for students.

7.2 The Faculty

The teaching staff at Premier University consists of highly qualified full-time faculty members with strong academic backgrounds in their respective fields. In addition to its dedicated faculty, the university invites adjunct professors from other universities, leading business organizations, government institutions, research bodies, and various industries to enhance the learning experience. Senior executives from multinational corporations and international banks are occasionally invited to deliver lectures, providing students with valuable insights into real-world corporate environments. Furthermore, Premier University invites experts from diverse sectors, including industrial professionals, judicial service officers, doctors, architects, national designers, and foreign language experts, to contribute their expertise as guest faculty. The university also welcomes visiting professors from foreign

universities, fostering a global perspective in its academic programs. It is to be noted that US Department of State has been consistently providing Native America Language Felloes to the Department of English since 2012.

7.3 Quality Education

Since its inception, Premier University has been dedicated to providing quality education. The university's commitment to excellence is reflected in its highly qualified faculty, supportive administration, and vast array of learning resources. Premier University equips students to tackle global challenges, with an open credit system that offers greater flexibility for those pursuing higher studies abroad. Many of its alumni hold prominent positions at prestigious universities both regionally and internationally, including institutions in the USA, the European Union, the UK, and the Asia-Pacific region. The university places a strong emphasis on fostering creative learning, encouraging innovation and critical thinking in its students.

7.4 Classrooms

The classrooms at Premier University are designed to provide a modern and comfortable learning environment, ensuring an interactive and engaging academic experience for students. Each classroom is fully air-conditioned and equipped with multimedia projectors, high-quality sound systems, and advanced teaching aids, allowing faculty members to deliver lectures effectively. To support digital and remote learning, the classrooms are also outfitted with high-speed internet connectivity, video conferencing facilities, and smart classroom technology, making them well-suited for conducting online and hybrid classes. The university prioritizes a student-friendly atmosphere, ensuring spacious seating arrangements, proper lighting, and ventilation to enhance concentration and learning efficiency. With these state-of-the-art facilities, Premier University fosters an innovative and technology-driven educational environment that meets global academic standards.

7.5 Lab Facilities

Premier University offers a range of state-of-the-art laboratories designed to provide hands-on practical experience across various disciplines. The university features advanced computer labs with over 500 high-performance computers, each highly configured with external GPUs, managed by professional system administrators and lab assistants. These labs allow students to engage in supervised coursework and independent assignments, enhancing their technical skills.

In addition to the computer labs, the university boasts specialized laboratories such as the Electrical Circuit Lab, Electronics Lab, Machine Lab, Electric Power Lab,

Communication Engineering Lab, IoT & Microprocessor Lab, Programmable Logic Control (PLC) Lab, and Control System Lab. These labs are equipped with modern instruments and cutting-edge technology to support experimental learning and research.

Premier University also houses specialized labs dedicated to emerging fields, including an Artificial Intelligence Lab, Software Development Lab, Programming Lab, and Networking Lab. These well-equipped facilities ensure that students gain the practical skills necessary for academic excellence and professional development, preparing them for success in a rapidly evolving technological landscape.

7.6 Library

Premier University has a central library supported by four departmental libraries, located across three separate academic buildings, to meet the needs of students, faculty, and staff. These libraries house a comprehensive collection of books, research journals, periodicals, archival materials, and e-resources spanning various fields of knowledge. Equipped with up-to-date technology and professionally skilled staff, the libraries offer a wide range of services, including book lending, research assistance, reference and bibliographical services, and information literacy programs. As an integral part of the university, they are designed to support academic research and curriculum requirements. The libraries are fully automated and subscribe to world-renowned e-resources, including IEEE Xplore Digital Library, JSTOR, Wiley Online Library, Oxford University Press, Cambridge University Press, Emerald Insight, and many others through LiCoB and the UGC Digital Library Consortium. Additionally, the library maintains an institutional repository for archiving the university's research output. Users can access over 40,000 online journals and more than 100,000 e-books. The library also subscribes to all major local and national newspapers. Currently, it holds approximately 30,000 printed books for readers.

7.7 Premier University Academic Information System (PUAIS)

Premier University utilizes the Premier University Academic Information System (PUAIS), a comprehensive, automated platform designed to streamline and integrate all academic activities. PUAIS automates key tasks such as course enrollment, tuition fee payments, grading, and convocation applications, enhancing efficiency and reducing errors. The system provides students with real-time access to course details, schedules, and examination results, while faculty members can securely manage grades, course resources, and academic activities remotely. The platform

also ensures efficient student information management through an advanced IT-based database, with dedicated staff ensuring data confidentiality, accuracy, and accessibility. PUAIS is maintained by the university's IT office, ensuring smooth operation and data integrity, with backup and disaster recovery procedures in place.

7.8 Registrar's Office

The Office of the Registrar is responsible for maintaining the accuracy, confidentiality, and security of academic records of all the students while upholding academic integrity. It facilitates course enrollment, manages class schedules, and ensures proper record-keeping of students' academic progress. The office also verifies enrollment and graduation status, develops and implements academic policies, and collaborates with external partners. By providing essential academic services and reports to students, faculty, and administrative staff, the Office of the Registrar plays a vital role in ensuring a seamless academic experience.

7.9 Office of the Controller of Examinations

The Office of the Controller of Examinations is responsible for managing and overseeing all examination-related activities with accuracy and integrity. It ensures the smooth planning and management of examinations, processes and publishes results, and handles grade correction requests. The office safeguards examination scripts, issues transcripts and certificates, and verifies student grades for both internal and external purposes. Additionally, it archives photocopies of academic records and organizes the Convocation Ceremony. Committed to maintaining academic standards, the office plays a crucial role in upholding the credibility and fairness of the university's examination system.

7.10 Accounts Office

The Accounts Office provides essential financial services to students, ensuring a smooth and transparent payment process. It assists with tuition fee calculations, payment systems, and managing late fines for any semester. Students can obtain detailed statements of their accounts, including outstanding amounts, transaction history, and payment details through the PUAIS. The office also issues payment slips, provides information on depository banks and payment options, and addresses account-related inquiries. With a commitment to accuracy and efficiency, the Accounts Office helps students stay informed and manages their financial responsibilities with ease.

7.11 Student Affairs & Student Welfare Office

The Student Affairs & Student Welfare Office is a dedicated support center focused on students' academic, emotional, financial, and personal well-being. It provides well-being advice, academic support through peer mentoring and guidance for students on probation, and scholarship assistance. The office also offers financial aid guidance, including poor fund & other scholarships, and other financial support for students facing economic hardships. Students can access counseling services, mental health advisory support, and crisis intervention for issues such as harassment, bullying, and academic distress. Additionally, it provides emotional and health-related assistance, representation in disciplinary cases, campus support, and facilitates communication with guardians. The office strives to ensure that every student has the necessary support to succeed and thrive.

7.12 Premier University Website (www.puc.ac.bd)

Premier University has a dynamic and resourceful website (www.puc.ac.bd) designed to serve students, faculty, staff, and general visitors. The website provides comprehensive information about all academic programs offered by the university, including admission schedules, eligibility criteria, and admission test results.

Each academic department has a dedicated section where students can find the latest news, notices, and event updates at a glance. Faculty members also have personalized panels to update their profiles with relevant academic and research information. The website offers easy access to details about scholarships for meritorious students and financial aid opportunities for those in need.

Additionally, the site features a dedicated section showcasing recent university activities, such as programming contests, research initiatives, seminars, industrial training, and co-curricular events. A link to the Premier University Digital Library is also available, allowing users to search for books, journals, and other academic resources.

The Premier University website serves as a central hub for academic and administrative support, ensuring seamless communication and accessibility for all stakeholders.

7.13 IT Office

Students will receive comprehensive IT support from the IT Office, including access to browsing PCs in libraries and high-speed internet in computer labs. They can

utilize PUAIS support for academic needs, multimedia and internet facilities in classrooms, and an efficient ID card management system. Additionally, the IT Helpdesk offers assistance with technical issues, ensuring smooth digital access for students. Security is also a priority, with CCTV monitoring enhancing campus safety.

7.14 Co-Curricular & Extra-Curricular Activities

Premier University ensures opportunities for broadening the experience of both students and staff through active participation in a wide array of sports, music, drama, visual arts, and other cultural activities. These opportunities allow students to develop talents outside of their academic pursuits, encouraging well-rounded personal growth and leadership. As a result, students at Premier University are enthusiastically involved in various extra-curricular activities, honing various skills that prepare them for future success.

7.14.1 Active Participation in Clubs

Students participate in the following clubs, gaining invaluable experiences that nurture their creativity, critical thinking, teamwork, and communication skills:

I.   **Premier University Debating Society (PUDS)**

Premier University Debating Society (PUDS) is a prestigious platform dedicated to fostering critical thinking, argumentation, and public speaking skills among students. The club organizes national and international debate competitions, workshops on logic and rhetoric, and training sessions to enhance analytical reasoning. By joining PUDS, students gain exposure to intellectually stimulating discussions, develop confidence in public speaking, and improve their leadership and teamwork skills. Members get the opportunity to represent the university in renowned debate championships, both nationally and globally, earning accolades and recognition. Over the years, PUDS has won numerous awards, including Champion of the Bangladesh Inter-University Debate Championship, Best Speaker Award at the Asian Parliamentary Debate Championship, and Top Finalist Positions in the World Universities Debating Championship (WUDC) and various national circuits. PUDS continues its legacy of excellence, empowering students to excel in communication and persuasive discourse.

II.   **Premier University Cultural Club**

The Premier University Cultural Club is a dynamic platform for students to explore and showcase their talents in music, dance, drama, and other cultural

arts. It actively organizes cultural events, drama productions, dance performances, and musical shows, providing opportunities for students to express their creativity. By joining, students can develop their artistic skills, boost confidence, and engage in collaborative performances. Over the years, members have excelled in various national and regional cultural festivals, winning numerous awards and recognition for their outstanding performances. With a strong legacy of artistic excellence, the club continues to celebrate diversity and creativity, making Premier University a hub of cultural brilliance.

III. Premier University Language Club

The Premier University Language Club is dedicated to enhancing students' linguistic skills through interactive learning and creative expression. It organizes language proficiency workshops, creative writing sessions, and language exchange programs, helping students refine their communication abilities in multiple languages. The club provides a platform for students to improve their fluency, expand their vocabulary, and develop strong writing skills. Over the years, its members have achieved remarkable success in regional language and writing competitions, earning numerous accolades and recognition. By fostering a love for languages and literature, the club continues to inspire students to excel in linguistic and creative pursuits.

IV. Premier University Robotics Club

The Premier University Robotics Club is a hub for innovation, where students engage in cutting-edge robotics and automation projects. The club conducts hands-on robotics projects, participates in robotics challenges, and hosts workshops on automation and AI, equipping students with practical skills in robotics engineering. Over the years, its teams have achieved remarkable success in both national and international robotics competitions, earning accolades for their innovative designs and automation systems. By fostering creativity and technological advancement, the club continues to inspire students to push the boundaries of robotics and AI, shaping the future of intelligent systems.

V. Debate club of LAW

The Debate Club of Law, Premier University, established in 2006, is a platform dedicated to enhancing critical thinking, articulate advocacy, and legal reasoning among law students. The club aims to cultivate analytical skills, develop persuasive argumentation, and foster informed discourse, preparing students for successful legal careers. It regularly organizes law debates, public

speaking contests, workshops, and seminars, encouraging intellectual curiosity and reasoned debate. With a vision to empower future legal professionals, the club equips students with the confidence and competence to contribute meaningfully to the legal landscape, ensuring they excel in advocacy, logical reasoning, and teamwork.

VI. Premier University Computer Club

The Computer Club at Premier University, established in 2015, serves as a dynamic hub for students to network, collaborate, and dive deep into tech-related projects, enhancing the campus's technological ecosystem. Through student-led groups focused on IoT, Embedded Systems, Deep Neural Research, DevOps, Linux-Based Networking, and Mobile/Game Development, the club fosters hands-on learning, collaboration, and skill development. These initiatives are complemented by career-oriented programs like Career Counseling & Placement and Emotional Intelligence, which help students prepare for the professional world by offering guidance on job opportunities, interview preparation, and soft skills development. The club also actively connects students with industry professionals, organizing workshops and seminars that bridge the gap between academia and industry demands. Participation in competitive events like ICPC/NCPC, Hackathons, Ideathons, gaming contests, seminars, and workshops further enhances students' problem-solving abilities and practical knowledge, making them more marketable to employers. The club has achieved remarkable success in prestigious competitions, including qualifying for the ICPC Asia West Continent Championship 2022, ranking 52nd in the ICPC Dhaka Regional Contest 2022, securing 2nd place in the Ada Lovelace National Girls' Programming Contest 2020, and winning the 14th Inter University Programming Contest 2020. These accomplishments, along with top positions in IIT Techfest Bombay, NASA Space Apps Challenge, and MIST Tech Fest, have earned the club national recognition. Through its comprehensive approach, the club not only builds technical expertise but also ensures that students are well-equipped for a successful career in the tech industry.

VII. Premier University Economics Forum (PUEF)

PUEF is organized into five wings: Education and Communication, Culture and Society, Debate Club, Sports and Recreation, and Community and Service. Members of PUEF actively arrange seminars, workshops, debates, sports events, national day celebrations, and community welfare programs, all of which help students prepare for successful careers. Members of the PUEF

actively engage in co-curricular activities to enhance their academic and professional growth. These experiences help students develop analytical, problem-solving, and critical-thinking skills while also fostering leadership abilities and professional networking. Meanwhile, PUEF members have earned national and international recognition through prestigious competitions and programs, including the Economics Olympiad, National Economic Fest, Community Role Model Badge Winner in SLDW (Student Leadership Development Workshop), National IQ Olympiad, Newspaper Olympiad, Chatgaiya Idea Contest, Bangabandhu Innovation Fair, International Academic Research Competition, and many more.

VIII. DELL Language & Literary Society

The DELL Language & Literary Society at Premier University is a creative hub for students passionate about language, literature, and creative expression. The society organizes events like literary discussions, poetry readings, creative writing workshops, and language games, providing students with opportunities to enhance their writing skills and explore diverse literary forms. By joining, students can develop their literary talents, engage in intellectual conversations, and connect with fellow enthusiasts. The society also hosts monthly seminars on language trends, writing techniques and academic research in both linguistic and literary arena, helping members refine their communication and research abilities. Through these activities, DELL fosters a love for literature and promotes creativity within the university community.

IX. Premier University Mooting Society

The Premier University Mooting Society, inaugurated in 2024, serves as a vital academic platform for law students, focusing on legal advocacy, jurisprudential understanding, and professional development. Through simulated moot court proceedings, legal workshops, and structured training, the society cultivates scholarly rigor and practical proficiency in legal argumentation and brief writing. It aims to equip students with the essential skills for distinguished legal careers, including critical analysis, persuasive advocacy, and legal research. With a view to becoming a leading mooting institution, the society is committed to fostering future legal professionals and upholding exemplary legal standards, contributing to the evolution of legal education.

X. Premier University Business Entrepreneurs Club

The Business Entrepreneurs Club (BEC) at Premier University is a dynamic

platform dedicated to nurturing entrepreneurial mindsets and business leadership. The club actively organizes business idea competitions, startup incubation programs, skill development workshops, and networking sessions with industry leaders, equipping students with real-world business acumen. It also conducts seminars on market trends, investment strategies, and business model development, preparing members to navigate the corporate and entrepreneurial world. Over the years, BEC members have excelled in national and international business case competitions, startup pitch events, and entrepreneurial summits, consistently securing top positions. Several student-led startups have emerged from the club, significantly contributing to the entrepreneurial ecosystem and inspiring future innovators.

XI. IEEE Premier University Students' Branch

The IEEE Premier University Students' Branch is a prominent platform for students passionate about technology and engineering, actively participating in regional and international IEEE competitions, conferences, and technical events. The branch has earned recognition for its innovative projects and leadership, with members playing key roles in organizing workshops, hackathons, and technical seminars that have garnered accolades at various levels. The branch regularly organizes workshops, seminars, and hackathons on emerging technologies such as AI, IoT, and robotics, fostering hands-on learning and innovation. It also promotes collaboration on research projects, connects students with industry leaders, and develops leadership skills through student-driven initiatives. By offering these opportunities, the branch prepares its members for successful careers in technology and engineering, empowering them to become the next generation of tech leaders.

XII. PUC Fashion Designers' Club

The PUC Fashion Designers' Club at Premier University is a creative platform for students interested in the art of fashion design and styling. The club organizes a variety of events, including fashion shows, design competitions, workshops, and styling sessions, providing students with opportunities to showcase their talent and gain hands-on experience in the fashion industry. It fosters creativity and innovation, allowing members to explore the latest trends, design techniques, and fashion business strategies. Through collaborations with industry professionals, the club offers valuable insights into the fashion world and helps students develop the skills necessary for a successful career in fashion design. Over time, the club has gained recognition for its outstanding fashion events and creative contributions, making it a hub for aspiring fashion designers.

XIII. The Math Club

The Math Club and the Co-curricular Club in our Mathematics Department actively organize and participate in a diverse range of academic, co-curricular, and extra-curricular activities—such as Olympiads, research festivals, indoor and outdoor games, seasonal celebrations, and community work. By joining these clubs, students not only contribute as volunteers but also gain valuable opportunities to enhance their leadership, communication, social, and time management skills. Additionally, participants earn certificates upon completion, recognizing their contributions and achievements. With a strong record of successful events and notable accolades, these clubs are an ideal platform for students to grow both academically and personally.

XIV. Premier University Business Sports Club

The Business Sports Club of the Faculty of Business Studies of Premier University is dedicated to promoting sports and physical activities among students, fostering teamwork, leadership, and a healthy competitive spirit. The club organizes various sports events, including cricket, football, badminton, chess, and other exciting games, providing students with opportunities to showcase their skills and engage in recreational activities. Regular tournaments and friendly matches create a vibrant sports culture within the faculty. With a commitment to expanding its activities, the club plans to introduce more sports events in the future, ensuring an inclusive and dynamic platform for students to stay active and connected.

XV. Premier University Business Career Club

The Business Career Club of the Faculty of Business Studies of Premier University is committed to equipping students with the skills, knowledge, and networking opportunities essential for a successful career. The club actively organizes seminars, workshops, and career fairs, bringing industry experts, corporate leaders, and alumni to share insights and experiences. These events help students develop professional skills, explore career opportunities, and build valuable connections with potential employers. By fostering an environment of learning and growth, the club prepares students to navigate the competitive job market with confidence and competence, ensuring a strong foundation for their future careers.

7.15 Sports Facilities

To ensure the all-round growth of students, Premier University has formed a Central Sports Body, called the PU Sports Development Committee, which organizes various

various sports such as cricket, football, and indoor games for students year-round on campus. Students have successfully participated and won national and international awards in cricket and football events held in Dhaka, Chattogram, and India.

7.16 Central Auditorium, Premier University

The Central Auditorium at the Wasa Campus of Premier University is a modern, fully equipped venue with a 500-seat capacity, designed to accommodate academic seminars, conferences, workshops, and cultural events. It features a high-quality audiovisual system, advanced acoustics, a spacious stage, and multimedia support, ensuring an engaging experience for presenters and attendees alike. Additionally, it is fully air-conditioned and well-lit, providing a comfortable and professional setting for various university events.

7.17 Advancing Impact-Driven Research & Innovation

Premier University is dedicated to fostering a robust research culture that emphasizes Impact-Driven Research, ensuring that scholarly efforts address real-world challenges and contribute to societal progress. Actively promoting interdisciplinary research, the university encourages collaboration among faculty, students, and industry experts to develop innovative solutions for contemporary issues. To disseminate research outcomes effectively, Premier University publishes research journals in both print and online versions and actively distributes them to various universities, industries, and organizations to enhance academic exchange and industry collaboration. The university also supports faculty and students in publishing in national and international journals and conferences, fostering a broader academic impact. Additionally, the university and its departments regularly organize academic research seminars and workshops, providing a platform for researchers to share their findings, exchange ideas, and engage in intellectual discussions that advance knowledge across disciplines. Committed to expanding Faculty and Student Research Collaboration, the university creates opportunities for students to engage in faculty-led projects and participate in interdisciplinary and cross-institutional research initiatives.

Furthermore, Premier University aims to strengthen industry partnerships and innovation-driven engagements, fostering collaborations with industries, government agencies, and research institutions to facilitate technology transfer, patent development, and the commercialization of research outcomes. Recognizing the importance of impactful research, faculty and students have achieved notable milestones, earning prestigious awards such as Best Researcher, Best Paper Presenter, and Best Reviewer in international and national forums. With a vision to enhance academic excellence, uphold research ethics, and deepen industry collaboration, Premier University continues to solidify its position as a leading institution in higher education and research, driving innovation and making meaningful contributions to global and national development.

8. GENERAL ACADEMICS

8.1 Student Admission Guidelines

Each department's admission committee will oversee its own admission process. Students will be admitted to the first semester of an academic year for their respective programs. The schedule for admission tests and other essential requirements will be made available in advance through the university website and newspaper announcements.

A. Undergraduate Program

Candidates seeking admission into Level-1 / Year 1 must meet the following requirements:

i. Minimum Academic Qualifications:

- A minimum GPA of 2.5 (or second division) in either S.S.C. and H.S.C. examinations (or their equivalent), or at least one GPA of 2.00 with an aggregate GPA of 6.00 in S.S.C. and H.S.C.
- For G.C.E. candidates:
  - "O" Level: Minimum of five (5) subjects
  - "A" Level: Minimum of two (2) subjects
  - At least four (4) B Grades (GPA 4.00) and three (3) C Grades (GPA 3.50) based on a grading scale of A=5, B=4, C=3.5, D=2, E=1.

ii. Special Considerations:

- Sons/daughters of freedom fighters are eligible for admission with an aggregate GPA of 5.00 in S.S.C. and H.S.C.
- Equivalent performance under other educational systems (e.g., American High School Diploma, IB, etc.) will also be accepted.
- A combined SAT score of 1100 is accepted in lieu of the admission test for high school graduates from any system.
- Credit transfers from comparable educational institutions may be considered after admission.
- Students must pass an admission test to secure admission at PU.

iii. Degree Equivalence and Foreign Qualifications:

- Any issue or confusion regarding the degree or diploma obtained from home or abroad will be referred to the Degree Equivalence Committee of PU for resolution.
- Foreign degree holders must submit an equivalence certificate issued by the Ministry of Education at the time of admission.

B. Graduate Program
- All requirements applicable to the undergraduate program.
- A minimum GPA of 2.00 in the undergraduate program.
- Any issue regarding the equivalence of degrees or diplomas will be handled by the Degree Equivalence Committee of PU.

C. International Students

Premier University accepts applications from foreign nationals year-round for undergraduate and graduate programs. Applicants must submit the prescribed application form via the university website and appear for an admission test (written, viva, or both).

Eligibility Criteria:
- Undergraduate: Minimum CGPA of 2.5 on a 5.0 scale.
- Graduate: Minimum CGPA of 2.5 on a 4.0 scale.
- Academic qualifications must be approved by the University Grants Commission (UGC) of Bangladesh.
- English proficiency is required (TOEFL/IELTS or equivalent).
- A valid student visa and proof of financial solvency are mandatory.

Fees and Scholarships:
- International students are required to pay double the fees of domestic students, covering tuition, registration, and administrative costs.
- Merit- and need-based free studentships are available.

Credit Transfers and Withdrawals:
- Credit transfers from recognized institutions are accepted, with at least 50% of credits to be completed at Premier University.
- Withdrawals require a formal application, but tuition refunds are not applicable.

For inquiries, contact:

☏ +8801313044515-17

✉ foreign_admission@puc.ac.bd

D. Application Procedure
A candidate must apply for the written admission test within the specified time limit using the prescribed application form, available at the Premier University

Information Desk upon payment. Admission-related information can be obtained from the Information Office, Premier University Buildings: 1/A O.R. Nizam Road, Prabartak Circle, Panchlaish, Chattogram and 541, O.R.Nizam Road, GEC Circle, Chattogram.

The Admission Committee of Premier University evaluates each applicant based on the following criteria:

- A completed application form for admission
- Official transcripts of academic records
- Payment of a non-refundable application fee
- Test scores from the admission test administered by Premier University
- Performance in the interview

8.2 Duration of Program

All programs at Premier University (PU) follow a bi-semester system, consisting of two academic terms per year:

- **Term I (Spring Semester)** – Begins in March
- **Term II (Fall Semester)** – Begins in September

Each term has a minimum duration of **24 weeks**, allocated as follows:

A. Term I (Spring Semester)

- **Classes:** 14 weeks
- **Mid-Term Examination (Generally after 50% of the term duration):** 1 week
- **Preparatory Leave for Final Examination:** 1 week
- **Term Final Examination Period:** 3 weeks
- **Publication of Results:** 2 weeks
- **Inter-Term Break:** 1 week
- **Course Enrollment and Result Correction:** 2 weeks
- **Total Duration:** 24 weeks

B. Term II (Fall Semester)

- **Classes:** 14 weeks
- **Mid-Term Examination (Generally after 50% of the term duration):** 1 week
- **Preparatory Leave for Final Examination:** 1 week
- **Term Final Examination Period:** 3 weeks
- **Publication of Results:** 2 weeks

- **Inter-Term Break:** 1 week
- **Course Enrollment and Result Correction:** 2 weeks
- **Total Duration:** 24 weeks

C. Ramadan, Puja, and Other Vacations Throughout the Academic Year

- **Total Duration: 4 weeks**

Overall Academic Year Duration

- **Total:** 52 weeks

Students admitted to PU must complete their **undergraduate program within seven (7) years** (**while eight (8) years** for the B.Arch. program) from the date of first enrollment.

Students admitted to **Master's degree programs** must complete their program within **three (3) years** from the date of enrollment.

8.3 Course Levels

The four-year undergraduate programs (B.Sc (Hons.), BSS (Hons.), B.Sc. (Eng.), BBA, LL.B. (Hons.), and BA (Hons.)) consist of Level-1, Level-2, Level-3, and Level-4 classes. The five-year B.Arch. program includes Level-1, Level-2, Level-3, Level-4, and Level-5 classes. Students are admitted into the Level-1 class of their respective programs.

8.4 Assignment of Credits

A semester consists of 14 calendar weeks of instructional time. Students take courses each semester, with assigned credits that count toward their degree. A "credit hour" means for lecture, tutorial/ counselling sessions, seminar 1-hour face to face teaching per week for 14 weeks. For lab, studio or clinical work 1.5-hour face to face teaching per week for 14 weeks is equivalent to 1 credit. In case of industrial/workplace learning 2 hours per week for 14 is equivalent to 1 credit.

A. Contact hour (teacher- student interaction): One (1) credit hour means that the course meets for 50 minutes in a class each week; Three (3) credits mean that the class will meet twice a week for 75 minutes in each session. The tutorial/counselling sessions/lab/workshop sessions meet for 75-150 minutes each week. Two (2) credit courses mean that the course meets once every week for 100 minutes in each class.

B. Notional hour means the estimated learning time taken by an 'average' student to achieve the specified learning outcomes of a program or a course. They are, therefore, not a precise measure but instead provide students with an indication of the amount of teacher- student interaction (face to face, blended and online), self-study and degree of commitment expected from them in attaining the defined learning outcomes.

The Calculation of the hours
The calculation of notional hours is based on class contact time and self-learning time of a student in addition to the class contact time.

Learning-Teaching Activities	Notional Hours for 1 Credit
Lecture, Tutorial, Seminar	40
Lab, Studio, or Clinical Work	60
Industrial/Workplace Learning	80

The contact hours of teaching loads shall be counted according to the following guidelines

SL. No	Nature of the course	Contact Period (in a term)	No. of Credit
1	Theory courses	1 hour per week	1.00
2	i) Laboratory Courses	2 hours per week	1.00
	ii) Design Studio (for B. Arch.)	2 hours per week for level 1 1.5 hours per week for level -2,3, and 4 1.25 hours per week for level-5	1.00
3	Project and Thesis	2 hours per week	1.00
4	Field work	According to the requirement of the departments	1.00
5	Industrial Training / Internship	3-12 weeks (varies depends on department)	0.5-3.00 (varies depends on department)

Credits are also assigned to Seminar, projects, fieldwork and thesis work taken by the students. The number of credits assigned to such work varies from one discipline to another.

8.5 Classification of Courses
Undergraduate curricula include the following types of courses:

A) Core Courses

Core courses are the essential courses within a specific program that all students must complete. Each program designates certain courses as core requirements, ensuring that every student gain fundamental knowledge and skills in their field of study. Completing all required core courses is mandatory for graduation

B) Prerequisite Courses

Some core courses are designated as prerequisites for other courses, meaning they must be completed before students can enroll in those subsequent courses. These prerequisite courses provide foundational knowledge essential for advanced subjects.

C) General Education Courses

General Education (GED) courses at the honors level provide students with knowledge beyond their core subject areas, covering humanities, social sciences, natural sciences, and mathematics. These courses enhance critical thinking, communication, and analytical skills, fostering a well-rounded academic foundation. By integrating multidisciplinary learning, GED courses prepare students to adapt to diverse challenges and become socially responsible professionals.

D) Elective Courses

In addition to core courses, based on approval of the department, students can choose from a set of **elective courses**. The number of required electives varies by program.

E) Capstone Course

A capstone course is a core course designed for students nearing graduation, providing an opportunity to integrate their learning and apply their knowledge to address real-world challenges within their discipline or profession. These courses are structured to enhance problem-solving, critical thinking, and practical application of acquired skills.

8.6 Medium of Instruction and Examinations

English is the medium of instruction and examination for all academic programs at PU. Each course emphasizes the intellectual development of students and incorporates various teaching methods to enhance their proficiency in the subject.

8.7 Credit Transfer

A student may apply for the transfer of credits earned from a similar course or degree at another university or institution. The Equivalence Committee of the respective department or program, or the Admission Committee of Premier University, will determine the acceptance of transferred credits. The decision will be made on a case-by-case basis, considering the quality and academic standards of the institution or program.

Students approved for credit transfer must pay a Credit Transfer Fee in addition to all applicable fees as per the prevailing university regulations.

Required Documentation for Credit Transfer:

- A completed application form, available at the respective program office.
- An official transcript from the previous university or institution.
- The complete syllabus of the courses requested for transfer.
- A prospectus or relevant documents from the previous institution outlining the academic system, grading system, and course descriptions (or course outlines, if available).
- Any additional documents required by PU authorities at any time.

Courses with content similar to or equivalent to those at PU may be considered for transfer. Non-equivalent courses may be transferred as elective courses, subject to approval by the Credit Transfer Committee. The total transferred credits must not exceed 50% of the total credits required for a degree at PU. For Bangladeshi institutions, credit transfer is only considered if the institution is approved by the UGC.

Premier University will not include transferred courses in its transcripts, nor will it incorporate their grades into CGPA calculations. Only the total number of transferred credit hours will be recorded as "transfer credit hours." CGPA will be calculated based solely on courses completed at Premier University. Students must retain transcripts from their previous institution to verify transferred credits.

Note: A student already admitted to one department may transfer to another department by paying only the tuition fees. Accepted credits will be transferred to the new department, while non-transferable courses will be listed as non-credit courses on the transcript.

8.8 Academic Calendar

Before the end of the calendar year (preferably by November), the Head of the Department (HoD) will propose an academic schedule for all academic levels to the Vice Chancellor for approval, through the Dean of the respective Faculty. The academic schedules of all departments (for both Undergraduate and Master's programs) will be compiled, published along with the yearly holiday list, and announced before the commencement of the classes.

8.9 Course Offering

The courses to be offered in a particular term are announced and published in the Course Catalog, along with the tentative Term Schedule, before the end of the previous term. Respective departments may arrange to offer one or more prerequisite or core courses in any term, depending on the number of students who dropped or failed the course in the previous term. Each course is conducted by a course teacher who is responsible for maintaining the expected standard of the course and for assessing student performance.

For a course with a strength necessitating two or more parallel classes or sections, one of the course teachers or another member of the teaching staff from the department will be designated as the course coordinator. He/she will have full responsibility for coordinating the work of the other department members involved in that course.

Courses will not be offered if there are fewer than 10 students in any regular or recourse class. In such cases, students will be offered substitute courses for the non-offered course. The respective department can also designate course instructors who will instruct students for the non-offered courses.

8.10 Student Adviser

Academic advising is an integral part of Premier University's academic policy, ensuring students' overall development through continuous guidance and support. Each student is assigned an Academic Adviser (a designated faculty member) at the beginning of their academic journey at PU. The adviser serves as the primary contact for academic matters and overall progress, meeting with students at least twice per term to assess performance, recommend courses (including prerequisites), and provide guidance on academic decisions.

New students are automatically advised on their first-semester courses during admission. However, those with credit transfers or course exemptions must obtain

their adviser's name from the Chairman's Office/Department Office, contact them, and complete the advising process. Before enrollment, students are expected to review Academic Rules, the Semester Calendar, Advising Rules, the Program Course Sequence, and the semester's class schedule. The adviser confirms course enrollment and notifies students if they have not followed enrollment rules correctly.

If a student encounters issues with registration, enrollment, or advising, they must contact their adviser. Students are encouraged to reach out to their adviser for academic or other concerns throughout their time at PU.

8.11 Attendance Policy

Attendance in class is mandatory for all undergraduate students at Premier University. Additionally, students must meet the following criteria for assessments: at least 50% attendance for the midterm examination and an overall at least 60% attendance requirement for the final examination.

In cases where students are unable to attend classes due to major circumstances beyond their control, the Head of Department, in consultation with the concern authority, will make arrangements to consider exceptions.

8.12 General Rules Regarding Enrollment

Every regular student who wants to study must register for courses before the beginning of the classes each term. Starting from July 2014, all students at Premier University must select and enroll in courses using the PUAIS (Premier University Academic Information System) with the following rules:

a. Students must select and enroll in their courses within 10 working days of the result publication of the previous semester.

b. Course enrollment for a semester is conducted according to the previously published academic calendar.

c. Students cannot enroll after the scheduled date of enrollment mentioned in the academic calendar, except by special permission from the Chairman.

d. To avoid paying a late fee, students must pay their tuition fees within the scheduled period (i.e., 45 days from the beginning of their first class).

e. Course enrollment for a semester is conducted according to the academic calendar. It starts immediately before the commencement of classes and continues up to the second week of classes.

f. Credit Transfer students are provided with the opportunity to register in advance on specific registration days meant for new students.

g. Mere attendance does not constitute registration in a class or enrollment in a course.

h. Changes to courses can only be made through the processing of an official enrollment form.

i. Total fees for each semester can also be paid in one installment in advance. A student will not be registered online until fees are paid according to the schedule given above and will not receive an admit card for examinations.

j. Newly admitted students (including Credit Transfer Students) can pay applicable fees in two installments only in their first semester. Admission notices will declare such dates (the first one is immediate, and the next one is usually within 11 weeks from the commencement of classes).

k. Students may not drop a course merely by stopping attending classes. Dropping of courses will not be possible after the mid-term examination without written permission from the Chairman.

8.13 Registration Procedure for New Students

1. **Fee Payment & ID Number:** As part of the admission procedure, a new student must pay the necessary fees and obtain an ID number from the Accounts Office.

2. **Registration Form:** After completing the admission procedure, the Admission Office will provide a registration form.

3. **Form Submission:** The student must fill out the registration form and submit it to the Registrar's Office with the necessary documents.

4. **Academic Adviser Assignment:** After completing the admission procedure, it is the responsibility of the department to assign an academic adviser to the new student.

5. **Profile Creation & Enrollment:** The student must create a profile in the PUAIS and enroll in the advised courses.

6. **Enrollment Form:** The enrollment form will then be printed and signed by both the student and the adviser.

8.14 Course Enrollment for Existing Students (Second and Subsequent Terms)

a) The date, time, and venue of enrollment will be announced in advance by the

concerned department office, and signed by the respective Chairman. All students seeking enrollment must remain present according to the schedule.

b) A student will meet with their academic Adviser to select courses as per their term status and the four-year course distribution chart provided in the syllabus of the respective department.

c) Students will then enroll themselves in the selected courses, and the enrollment form will be printed shortly after the course entry.

d) Both the academic adviser and the student will sign the enrollment form.

e) The signed enrollment form will be sent to the Accounts Office and/or the office of the Controller of Examinations (CoE) for verification.

f) After verification, the signed forms will be returned to the department and ready for distribution to facilitate the payment of tuition fees.

g) Any changes in enrollment, such as withdrawing or changing courses, should again be made online through academic advisers within 7 days from the last date of course enrollment.

h) A student will be allowed to register for courses up to one week after the start of classes if they have a convincing reason. This time may be extended further up to midterm if the Chairman gives written permission.

i) A student will not be allowed to register for any course after the midterm period has elapsed. However, this may be relaxed for students completing Level 5 Term-II for B. Arch and Level 4 Term-II for others, with recommendations from the Adviser and the Head of the Department.

j) No students will be allowed to register for advanced courses if they have not completed their prerequisite courses.

k) A student should register for their failed course in the immediate next semester.

l) Students registering for next term's courses for the first time will be given priority over students who are registering for a course for a second or subsequent time.

m) Departments will ensure that students taking courses in higher levels must complete the courses in lower levels.

8.15 Course Types, Load, and Sequence

For enrollment purposes, courses are divided into four types: Regular, Recourse, Retake, and Drop.

- A Regular course is one in which no payment has been made previously or is a fresh course.

- Recourse indicates courses that students take again or repeat in their entirety.
- Retake includes only appearing for the final examination, leaving the continuous assessment marks intact.
- Drop means cancelled courses after enrollment.

The course sequence and load vary from program to program, and students are advised to consult their respective program curriculum. A student must follow the course sequence stipulated in the program curriculum. They must pass all prerequisite courses to be eligible to enroll in higher-level courses required for a given program.

For undergraduate courses, the normal course load (regular and recourse) per term is a maximum of 21 credits for Arts, Business, and Law faculties. The maximum course load for students in the Engineering and Science faculties is 25 credits, including regular and recourses. In addition to this load, students may register for up to 6 more credits for retakes.

The total load, including regular, recourse, and retake, should not exceed 31 credits for Engineering and Science faculties and 27 credits for other faculties. In special cases, final semester students can register for 6 more credits in all programs.

A student may take a reduced course load under extenuating circumstances, but only with the approval of their Adviser. Taking a reduced load in the first year is strongly discouraged, except for Credit Transfer Students. A student may take additional courses beyond the normal load only if their CGPA is 3.0 or above and the departmental head approves it based on the recommendation of the academic adviser.

8.16 Enrollment Deadline

The enrollment schedule, along with dates and venue, will be announced in advance. Students must enroll in courses before the commencement of each semester, and no late enrollment will be accepted after one week of classes. Late enrollment after this date will not be accepted unless the student submits a written appeal to the concerned Head of the Department through their Adviser and can document extenuating circumstances, such as medical problems (physically incapacitated and unable to attend) or other academic commitments that precluded enrolling before the last date of enrollment.

8.17 Add, Drop, and Section Change (Course)

An undergraduate/graduate student may withdraw from one or more courses, add one or more courses, or change sections with the permission of the Academic Adviser within 7 days of course enrollment, following the Semester Calendar for exact deadlines. A student must have a convincing reason to add/drop a course or change sections.

A student will be allowed to withdraw from a course(s) before the Midterm Examination of any given term. In exceptional cases (e.g., serious illness of students, death of parents), students may be allowed to withdraw from a course after the Midterm Examination with the recommendation of their Adviser and Chairman. Such requests should be supported by a medical certificate from a registered medical practitioner.

8.18 Conditions for Taking Recourse

A student who receives an F grade in a course will be required to repeat the course if they scored below 40% in continuous assessment. The grade received in Recourse will replace the original grade (F). The transcript will show the best grade earned in Recourse and will be counted in GPA or CGPA computation.

A student may recourse one or more courses for grade improvement, and the best grade earned will be counted for CGPA calculation.

8.19 Conditions for Taking Retakes

A student who receives an F grade in a course may retake the course if they scored 40% or above in continuous assessment.

A student may retake one or more courses for grade improvement, and the best grade earned will be counted for CGPA calculation. Courses with less than a 'B' grade or below 60 marks (i.e., 'B-' or lower) will be allowed to register for Retake. A course cannot be retaken more than twice.

8.20 Appearing in Examination

No student will be allowed to appear in the Midterm or Final examinations without clearing their dues with the university. Students must present their ID cards for the mid-term examination and both their ID cards and admit cards for the final examination. They are required to collect their admit cards at least two days before the final examination begins. Admit cards will only be issued to students who have cleared their accounts.

For any other examination, it is mandatory for students to wear their university ID cards.

8.21 The Grading System

The performance of a student in a given course is evaluated based on a scheme of continuous assessment and summative assessment (semester final examination). For theory courses, continuous assessment is conducted through class attendance, class performance, quizzes, homework/assignments/presentations/viva, case studies/ reports, class tests, and mid-term examinations. Summative assessment is carried out through the semester final examination, which evaluates the student's overall understanding of the course content, critical thinking, and problem-solving abilities. This comprehensive evaluation ensures that students are assessed on both their ongoing progress and their cumulative knowledge at the end of the semester. Numerical scores earned by a student in tests, exams, assignments etc. are cumulated and converted to letter grades at the end of the semester.

The assessment in laboratory/sessional courses is based on observation of a particular student's work during class, presentation, viva-voce during laboratory hours, project and quizzes. For architecture students, assessments in design sessional will be done through the evaluation of several projects assigned throughout the term. Numerical scores earned by a students in tests, exams, assignments etc. are cumulated and converted to letter grades at the end of the semester.

Each course has a certain number of credits, which describe its corresponding weight. A letter grade with a specified number of grade points is awarded for each course in which a student is registered. Letter grades and corresponding grade points will be awarded according to the provisions shown below:

Marks Range	Letter Grade	Grade Points
80% and above	A+ (A Plus)	4.00
75% to less than 80%	A (A Regular)	3.75
70% to less than 75%	A- (A Minus)	3.50
65% to less than 70%	B+ (B Plus)	3.25
60% to less than 65%	B (B Regular)	3.00
55% to less than 60%	B- (B Minus)	2.75
50% to less than 55%	C+ (C Plus)	2.50
45% to less than 50%	C (C Regular)	2.25
40% to less than 45%	D	2.00
Less than 40%	F	0.00

The courses in which a student has earned a 'D' or a higher grade will be counted as credits earned by him/her. Any course in which a student has obtained an 'F' grade will not be counted towards earned credits or GPA calculation. A student who obtains an 'F' grade in a core course will have to recourse or retake that particular course. However, if a student gets an 'F' in an optional course, he/she may choose to recourse or retake the course or take a substitute course if available.

If a student obtains a grade lower than 'B' in a particular course, he/she will be allowed to retake the course only twice for the purpose of grade improvement, by forgoing the earlier grade. If a student obtains a 'B' or a better grade in any course, he/she will not be allowed to retake the course for the purpose of grade improvement. In that case, the student may take recourse.

Note: A student who fails to attend the final examination will be considered as having obtained an 'F' grade.

8.22   Calculation of CGPA

Grade Point Average (GPA) is the weighted average of the grade points obtained in all the courses passed/completed by a student. The Cumulative Grade Point Average (CGPA) is computed after each semester to determine the academic standing of the student in the program. The following four-step procedure is used to calculate the CGPA of a student:

1. **Grade points earned in each course** will be computed by multiplying the credit hours of that course by the grade points obtained in that course.

2. **Total grade points** will be determined by summing the grade points of all courses (calculated in Step 1).

3. **Total credits** will be determined by summing the credits of all courses taken.

4. **CGPA will be calculated** by dividing the total grade points (Step 2) by the total credits (Step 3).

For example, if a student passes/completes five courses in a semester with credits C_1, C_2, C_3, C_4, and C_5, and his/her grade points in these courses are G_1, G_2, G_3, G_4, and G_5 respectively, then:

$$\textbf{CGPA} = \frac{\sum(\text{Credit of the courses passed X grade points earned})}{\sum(\text{Credit of all courses attempted})} = \frac{\sum C_i\, G_i}{\sum C_i}$$

Numerical Example:

Suppose a student has completed eight courses in a term and obtained the following grades:

Course	Credits, Ci	Grade	Grade Points, Gi	Ci * Gi
CSE 100	2.00	A+	4.00	8.000
EEE 163	3.00	A+	4.00	12.000
EEE 164	1.50	A	3.75	5.625
MATH 141	3.00	B	3.00	9.000
ME 160	1.50	A-	3.50	5.250
ME 165	3.00	A+	4.00	12.000
PHY 109	4.00	A	3.75	15.000
PHY 102	1.50	A-	3.50	5.250
Total	**19.50**			**72.125**

The CGPA is then calculated as:

$$\text{CGPA} = \frac{72.125}{19.50} = 3.70$$

Note: If the third digit after the decimal point is greater than '0', the value will be rounded to the second digit after the decimal. For example, **2.990** will be counted as **2.99**, while **2.991** will be rounded to **3.00** in CGPA calculation.

8.23   Grades Review Procedure

Grading of all courses will be conducted objectively and impartially. If a student suspects discrimination, they may seek redress through an appropriate grievance procedure. The student must submit a written notification to the Department Head within 10 working days of the result's publication. The Department Head, along with the examination committee members, will review the matter and work toward a reasonable solution at the departmental level. The head of the department may also provide a written recommendation to both the student and the faculty member following the review.

8.24 Measures for Helping Academically Weak Students

The following provisions will be made, as far as possible, to assist academically weak students in completing their studies within the maximum allowable period of seven years for Engineering, Sciences, Humainities, and Social Sciences while eight years for Architecture:

1. Students whose Cumulative GPA (CGPA) falls below 2.00 at the end of a term may be allowed to take a reduced course load of no more than four courses in the next term.

2. To address academic deficiencies, some basic and core courses may be offered to help academically weak students partially compensate for their reduced workload during Regular Terms. If course loads are provided at that time, opportunities for tutorial sessions/counselling sessions should also be arranged to ensure additional academic support for students according to the decision of the concerned department.

Academically weak students will be identified based on the following criteria:

1. A Term GPA falling 2.20 points below that of the previous term.

2. A Cumulative GPA (CGPA) below 2.20.

3. The total earned credits falling below 15 times the number of terms attended.

8.25 Exam Policies and Procedures

1. Reporting Time: Students must report to the assigned exam hall/room at least 15 minutes before the exam starts. If a student arrives more than 30 minutes late, they will not be allowed to take the exam. The exam duration will not be extended to compensate for late arrivals.

2. Identity Verification: Students must check in with the invigilator by presenting their University ID card. Admit cards will be checked during Final Examinations.

3. Personal Belongings: All personal belongings must be left in designated areas. Under no circumstances may these items be brought into the exam hall or kept with the examinee.

4. Exam Duration Confirmation: Students should confirm their start and finish time with the invigilator and may request to be advised of the remaining time.

5. Exit Restrictions: No student will be allowed to leave the exam hall/room within the first and last hour of the exam, except in case of an emergency.

6. Prohibited Devices: The following electronic and telecommunications devices are not allowed in the exam hall:

   o Cellular phones

   o Pagers

   o MP3 players

   o Programmable or graphing calculators

- o   Personal digital assistants (PDAs)
- o   Tablets
- o   Smartwatches
- o   Personal computers

7. Permitted Items: Students may bring non-programmable calculators, pens, pencils, erasers, and non-programmable clocks/watches. The invigilator may inspect these items.

8. Use of Notes and Aids: Unless explicitly permitted by the course instructor, students may not bring prepared notes such as crib/cue sheets, word lists, or memory aids into the exam hall. Any aid must be pre-approved; otherwise, it will not be allowed.

9. Use of Books: Unless the exam is explicitly open-book, books are not allowed in the exam hall.

8.26 Unauthorized Absence or Semester Drop

A student may be granted a leave of absence or semester drop for a period of up to two consecutive semesters or one academic year, subject to the student meeting academic requirements. This arrangement does not apply to students who have received academic probation, been expelled from the university on disciplinary grounds, or been excluded on academic grounds. The decision to grant leave of absence will rest with the Vice-Chancellor through the concerned Head of the Department. A student granted leave of absence must enroll in the semester immediately following the expiry of the leave period.

8.27 Striking Off the Names

A student's name may be struck off from the university rolls under the following conditions:

1. **Voluntary Withdrawal:** If a student voluntarily withdraws after clearing all university fees and dues.

2. **Failure to Graduate:** If a student fails to meet the required credit completion or CGPA requirements within the maximum allowed time.

8.28 Progression Rules for Premier University Undergraduate Programs

The following progression rules outline the academic standards and requirements that students must meet to continue their studies at Premier University. These rules ensure students maintain satisfactory academic progress and adhere to the university's policies.

1. General Progression Rule (GPA)

- **Students must maintain a minimum Cumulative Grade Point Average (CGPA)** of **2.00** to remain in good academic standing.

- **Term GPA Monitoring:** Students whose Term GPA falls **2.20 points below their previous term's GPA** will be flagged for academic review.

- **Academic Probation:** Students with a CGPA below **2.20** will be placed on academic probation and required to meet with their academic adviser to develop a remediation plan.

2. Subject Progression Rule

- **Prerequisite Compliance:** Students must pass all prerequisite courses before enrolling in advanced-level courses. Failure to do so will block enrollment for subsequent courses.

- **Grade Requirements:**
  - A minimum grade of **D (40%)** is required to pass a course.
  - Courses with an **F grade** must be taken as retake or recourse (see **Retake/Recourse Rules** below).

- **Sequential Enrollment:** Students must follow the course sequence outlined in their program curriculum. Deviations require approval from the academic adviser and department head.

3. Maximum Study Time Progression Rule

- **Undergraduate Programs:**
  - All programs (except B.Arch) must be completed within **7 years** from the date of first enrollment.
  - **B.Arch Program:** Must be completed within **8 years**.

- Students exceeding these limits will face **automatic dismissal** unless granted an extension by the Vice-Chancellor under exceptional circumstances.

4. Retake/Recourse Rules

- **Recourse:**
  - Required for **F grades** if continuous assessment marks are **below 40%**.
  - The best grade from recourse replaces the original grade in CGPA calculations.

- **Retake:**
  - o Allowed for **F grades** with continuous assessment marks of **40% or above**.
  - o Students may retake courses with grades below **B (60%)** up to **twice** for grade improvement.
  - o The best grade is counted toward CGPA.
- **Advising:** Academic advisers provide personalized guidance, course planning, and progress tracking.

8.29 Fees

The university follows a structured payment system for different departments, ensuring transparency and consistency in tuition fees. However, the university reserves the right to review and modify the fee structure as necessary.

9. STUDENT CODE OF CONDUCT AND DISCIPLINARY PROCEDURES

9.1 General Guidelines for Student Code of Conduct

A student shall conform to a high standard of discipline and shall conduct themselves, both within and outside the university, in a manner befitting to a student of a university of national importance. They shall show due courtesy and consideration to the employees and guards of the university and Halls of Residence, display good neighborliness towards fellow students and teachers, and pay due attention and courtesy to visitors.

Upon admission to Premier University (PU), a student accepts the mission of the university and is subject to the following principles:

- All human beings are endowed by their Creator with certain rights, and no student, faculty member, staff, or university authority may infringe upon the rights of fellow members of PUC.
- The goal of PUC is the advancement of knowledge, which cannot occur without a safe and comfortable learning environment. All persons working at and attending PUC are responsible for creating and maintaining such an environment.

9.2 Related Bodies to Ensure Disciplinary Rules

Premier University has constituted a Proctorial Body, recognizing that discipline is the most essential and important element for the development of the institution. This Proctorial Body assists the Disciplinary Committee in exercising its power related to disciplinary actions as outlined in this document.

9.3 Prohibited Misconduct and Activities

Premier University does not accept the following types of misconduct and criminal activities within its premises:

9.3.1 Academic Dishonesty/Plagiarism

a) Using unfair means during examinations by any method or means.

b) Assisting other students in adopting unfair means during examinations.

c) Plagiarism: Reproducing another's work as one's own.

d) Preparing work for others to be submitted as their own.

e) Cheating in any form.

f) Using scientific or educational data without proper acknowledgment and declaring it as one's own research.

g) Fabrication or falsification of any event or information.

9.3.2 Classroom Discipline

Students are expected to maintain respectful and decorous behavior towards students, staff, and faculty while in the classroom and on university premises. Classroom indiscipline includes:

a) Interrupting learning through inappropriate talking.

b) Use of mobile phones.

c) Being late to the class.

d) Use of rude words or behavior.

e) Loud talking or disruptive behavior in hallways during classes and exams.

9.3.3 Violence/Physical Abuse

Premier University is committed to ensuring the safety and well-being of all its members and maintaining an environment free from violence. Acts of physical abuse/violence include but are not limited to:

a) Physical abuse or violence, such as beating, punching, or kicking.

b) Direct threats of violence, either verbal, written, or via electronic messages.

c) Intimidation, either verbal, written, or via electronic messages.

d) Deliberate obstruction or interference with any person's right to attend or participate in university functions.

e) Reckless behavior that endangers any person.

f) Misrepresentation, misinformation, force, or coercion to solicit support or participation in subversive activities.

g) Any conduct, expression, or language deemed improper when interacting with faculty members, university officials, and staff.

9.3.4 Dangers to Health and Safety

a) Smoking inside the campus or classrooms.

b) Use, production, distribution, sale, possession, or storage of drugs, including but not limited to alcohol, marijuana, stimulants, and narcotics.

c) Entering the campus under the influence of intoxicants.

d) Possession of weapons, firearms, knives, or clubs.

e) Possession or use of explosives, including bombs, cocktails, or chemicals.

f) Unauthorized use of fireworks.

9.3.5 Damage to Property

a) Willful or malicious damage to university property.

b) Setting fire to university property.

c) Reckless behavior causing damage to university or personal property.

d) Tampering with or damaging university equipment, security devices, or property.

e) Walking on lawns, crossing boundary walls, or damaging gardens and flowers.

9.3.6 Disobedience to Lawful Authority

a) Disobedience or resistance to university authorities.

b) Trespassing or unauthorized presence.

c) Refusal to show an ID card when requested by university officers or security personnel.

d) Non-compliance with university parking rules.

9.3.7 Deception

a) Furnishing false information to the university.

b) Misuse, alteration, or forgery of university documents or records.

c) Forging signatures of university officials or faculty.

d) Submitting false certificates or documents.

e) Committing financial fraud or embezzlement.

9.3.8 Theft

a) Misappropriation of university funds or property.

b) Possessing or transporting stolen university property.

c) Aiding or abetting theft of university property.

d) Misappropriation of funds by student organizations.

e) Stealing or damaging library books, lab equipment, or other university assets.

9.3.9 Tarnishing University Image/Unlawful Association

a) Engaging in behavior that damages the university's reputation.

b) Associating with groups banned by the government or involved in illegal activities.

c) Propagating hate messages or extremist ideologies.

9.3.10 Rules on Promotional Activities on Campus

a) Unauthorized promotional activities, including banners, posters, or stalls, require prior approval from university authorities.

b) Clubs and academic departments must seek approval before engaging in sponsorship negotiations.

c) Writing or posting unauthorized posters on campus walls is prohibited.

9.3.11 Social Misconduct/Harassment

a) Using abusive or vulgar language.

b) Teasing or annoying others.

c) Sexual harassment in any form.

d) Uploading indecent images or comments on social media.

9.3.12 Cyber-Crime

Misuse of email, blogs, social media, or mobile phones for fraud, identity theft, harassment, pornography, subversive activities, hacking, or cyberbullying is strictly prohibited.

9.3.13 Disorder and Disorderly Behavior

a) Rioting or inciting riots.

b) Illegal strikes and agitations.

c) Breach of university rules and policies.

9.3.14 Free Expression and Disruption

The university supports freedom of expression but does not tolerate disruptions that interfere with normal academic operations.

9.3.15 Intolerance

All students are expected to be respectful regardless of gender, race, religion, political affiliation, or social status.

9.3.16 Misuse of ID

Lending or forging an ID card will result in disciplinary action.

9.3.17 Subversive Activities

Any act threatening national security or public safety is considered subversive.

9.3.18 Unauthorized Recording

Recording, storing, or distributing images, videos, or audio without consent is prohibited.

9.3.19 Agitation

Group representation, whether verbal, written, or in any other form, is strictly forbidden and is considered an act of agitation.

9.3.20 Ragging and Bullying

Ragging and bullying can include: intimidation, humiliation, ridicule, and physical threats; exercise of power over another through negative behavior; insulting, abusing, disparaging, or intimidating behavior or words.

Cyber Bullying is "the use of electronic communication to bully a person." It falls under this policy if the bullying is between students and occurs on the university premises or adversely affects the safety of students while in university.

9.3.21 Political and Non-Political Involvements and Activities

Premier University has a strict policy of non-association and non-involvement in political activities inside the campus and the classrooms. Whatever political views an individual(s) may have, he/she shall not bring them onto the campus or class or within 20 yards of the boundary of the campus premises of the University. No student can use the name of this university with any political party. The Authority shall have the right to expel students not complying with this rule. For every non-political activity, written permission must be taken from the Disciplinary Committee.

9.3.22 Other Misconducts

a) Walking, gathering, or roaming in the University premises without justified causes at night after office hours.

b) Any other acts that disturb the normalcy or peace of the campus.

c) Any act of indiscipline or disturbances in various activities of the University or any function, ceremony, etc., held on campus.

d) Making false allegations, and character assassinations of teachers, officers, and employees.

e) Any other act or omission to be deemed improper by the authority concerned.

9.4 Further Regulations

9.4.1 Compliance with Campus Security

The security of Premier University students, faculty, staff, and physical property is of utmost importance. Students must comply with instructions from security or administrative staff regarding campus security. Failure to do so will be considered a disruption.

Students may be required to submit to a search of their person or possessions while on campus. Failure to comply with a search order will be considered a disruption or disobedience.

9.4.2 Proper Use of Student IDs

Students must wear their own ID cards at all times on campus. Without an ID, students may not enter the campus or use university facilities. It is the student's sole responsibility to maintain possession and care of their ID.

a) **Loss or Theft:** Lost or stolen ID cards must be reported to the Administration immediately. A fee must be paid for replacement. The new ID will be issued within a reasonable timeframe upon receipt of payment.

b) **Forgotten IDs:** If a student forgets their ID, they may be issued a temporary ID upon payment of a fine.

c) **Do Not Share:** Students may not lend or share their ID with anyone. Doing so will result in disciplinary action for both the original student and the recipient.

d) **Do Not Use When Unauthorized:** If a student is not registered for a particular term or is barred from campus for disciplinary reasons, they may not use their ID, even if it grants access. Special permission must be obtained from the authorities for campus entry.

9.5 Students' Grievances

The university authorities shall hear student grievances for possible redress. A student may submit a grievance in writing through their batch advisor.

In cases involving violations of the Code of Conduct or disciplinary rules, written allegations must be submitted to the Proctorial Body. Batch advisors may also report violations to the Proctorial Body through the head of the relevant department.

9.6 Authorities and Punishments

The Proctorial Body, Eve Teasing and Sexual Harassment Prevention Committee, Anti-Drug Awareness Committee, and Anti-Drug Committee shall monitor their respective matters under the Disciplinary Committee. The Proctorial Body shall work closely with other authorities in all disciplinary matters.

If a student violates any rule, law, or prohibition, the Disciplinary Committee may impose the following punishments:

a) A fine of up to 2,00,000 BDT

b) Blacklisting (preventing further admission, appointments, or privileges at the university)

c) Suspension from classes or campus

d) Expulsion

e) Rustication

f) Withdrawal or cancellation of medals, degrees, or certificates

g) Disqualification from admission to this or any other university/institution

h) Legal or police action

i) Expulsion from university hostels

j) Banning access to university premises, library, hostel, sports fields, departments, etc.

k) Withdrawal of fellowships, scholarships, or other university-provided benefits

l) Any other punishment deemed appropriate by the Disciplinary Committee

Before imposing any punishment, the university will issue a written show-cause notice to allow the student to present a defense. If the student fails to respond, a decision will be made within a reasonable time and posted on the department's notice board.

All punishments require written approval from the Disciplinary Committee and will be reported to the Syndicate.

9.6.1 The Disciplinary Committee

The Disciplinary Committee consists of:

- A Chairperson from the Board of Trustees (BoT)
- The Vice-Chancellor
- Deans of all faculties
- One Department Chairperson (nominated by the Syndicate)
- The Registrar
- The Proctor (serving as the Member Secretary)

9.6.2 The Proctor's Office

The Proctorial Office is responsible for enforcing university rules and regulations. It investigates complaints and takes necessary action, ranging from counseling to official warnings or referral to the Disciplinary Committee, depending on the severity of the violation. The Proctorial Body consists of the Proctor and Assistant Proctors, appointed by the university administration. The Proctor and Assistant Proctors report directly to the Vice-Chancellor.

9.6.2.1 The Responsibility of the Proctorial Body

The responsibilities of the Proctorial Body may include:

a) Maintaining a peaceful environment inside and the adjacent areas of the university premises;

b) Ensuring the personal safety of students, teachers, and employees of the university;

c) Safeguarding the assets of the university;

d) Assisting in resolving non-academic disputes among students, faculty, or administration;

e) Controlling unauthorized access to the university premises;

f) Ensuring that the Code of Conduct for Premier University students is properly followed within the university campus and taking appropriate steps to ensure compliance;

g) Taking cognizance of any breach of the students' Code of Conduct and suggesting immediate disciplinary action in such cases;

h) Deciding the quantum of punishment to be imposed on the accused students;

i) Monitoring discipline within the student community in classrooms, exam halls, libraries, canteens, common rooms, study rooms, and inside and outside the campus;

j) Conducting inquiries into incidents relating to violations of disciplinary rules;

k) Supervising the investigation of any alleged breach of the students' Code of Conduct. This may involve interviewing the erring student(s) and other necessary students, conveying the information to the reporting authority, the Chairperson of

the respective department, the guardians of the involved students, and the law enforcement agency (if required). A written record of the entire proceeding shall be kept in the Proctorial office.

9.6.2.2 Scope and Jurisdiction of the Office of Proctor and Assistant Proctors

a) The jurisdiction of the Proctor and the Assistant Proctors shall extend to the whole university;

b) Ordinarily, during university hours, the Proctor or one Assistant Proctor shall be available to maintain and oversee order and discipline among the students;

c) During university hours, the Assistant Proctors from various faculties and departments shall be entrusted with the duty of ensuring discipline in their respective faculties and departments;

d) The Proctor and the Assistant Proctors shall investigate and submit a written report to the Disciplinary Committee in cases of violations of disciplinary rules;

e) The Proctorial Body shall maintain liaison with all other committees related to disciplinary matters of the university;

f) The Proctorial Body shall protect confidentiality at all stages regarding its investigation;

g) Cases shall only be referred to the law enforcement agencies upon taking approval from the Vice Chancellor when they constitute a criminal offence. In such cases, and in other appropriate situations, the university will not prevent the disclosure of confidential information when necessary for the discharge of duties or as required by law.

9.7 Disciplinary Hearings

a) The Proctorial Body may arrange a disciplinary hearing for any alleged breach of regulations, except in cases involving harassment, serious injury, property damage, or dishonesty. For such cases, the Disciplinary Committee determines the appropriate hearing authority.

b) After issuing a notice and conducting a hearing, the Proctorial Body will submit a written report to the Disciplinary Committee detailing the student's connection to the investigated incident.

9.8 Investigation Procedure

a) If misconduct occurs, the Proctor will investigate the matter. Meetings may be held with the complainant, the accused student(s), and other relevant persons.

b) Alleged students must attend any meeting deemed necessary by the Proctorial Body.

c) The Proctor will formally outline the allegations.

d) The student may respond to allegations and present representatives or guardians where required.

e) The student may submit witness testimonies or evidence, subject to cross-examination.

f) After the investigation, the Proctorial Body will formally notify the student of its decision and the appeals procedure.

g) All written reports will be submitted to the Disciplinary Committee.

9.9 Review of Decision

A student may request a review of their punishment by submitting a written application to the Disciplinary Committee within 7 days of the decision.

9.10 Amendment

The Code of Conduct and Disciplinary Rules may be amended by the Syndicate upon the Disciplinary Committee's recommendation.

9.11 Other Related Bodies

9.11.1 Eve Teasing and Sexual Harassment Prevention Committee

This committee has been formed in light of the judgment of the High Court Division (Writ petition no. 5916 of 2008). The role of the Eve Teasing and Sexual Harassment Prevention Committee includes receiving complaints, performing investigations, and recommending possible actions to the Disciplinary Committee regarding any eve teasing issue or sexual harassment. The Committee shall be constituted with a minimum of 5 (five) members, with the majority being women, and the head of the committee should be a woman, if available. This committee shall have at least two members from outside the organization concerned, preferably from organizations working on gender issues and sexual abuse. The committee will submit annual reports to the Government on compliance with the HCD guidelines and its activities.

9.11.1.1 Matters under Jurisdiction of the Eve Teasing and Sexual Harassment Prevention Committee

This committee shall arrange programs and training for all the employees and students of the University to raise awareness against eve teasing and sexual harassment. This committee shall investigate the following matters directly or by referral from the Proctorial Body or the Vice Chancellor:

a) Unwanted physical contact or conduct;

b) Verbal abuse of a sexual nature;

c) Demeaning, insulting, intimidating, or sexually aggressive comments;

d) Threats or implications that refusal of sexual advances will have an adverse effect on academic or employment conditions;

e) Demeaning comments or psychological pressure for refusing sexual advances; any demand or request to establish a sexual relationship;

f) Sending sexually explicit or implicit letters, emails, SMS, images, videos, social media, etc.; displaying pornographic materials or indecent pictures or drawings;

g) Taking any form of photographs or video recording for blackmailing or defaming someone;

h) Spreading rumors about sexual issues to humiliate or disgrace someone socially;

i) Discriminating against anyone on grounds of gender or sexual orientation.

9.11.1.2 Investigation Procedure (as directed by the HCD)

Normally, the complaint has to be lodged with the Committee within 30 working days of the occurrence. To verify the complaint, the Committee will:

a) In the case of minor harassment, if possible, the Committee shall dispose of the complaint with the consent of the parties involved and shall report it to the Disciplinary Committee. In all other cases, the Committee shall investigate the matter.

b) The Committee will have the power to send registered notices by mail to the parties and the witnesses, conduct hearings, gather evidence, and examine all relevant papers. In these types of complaints, apart from oral evidence, emphasis should be placed on circumstantial evidence.

c) The Committee will keep the identities of the complainant(s) confidential. While recording the testimony of the complainant(s), any question or behavior that is intentionally base, insulting, or harassing should be avoided. The testimony must be recorded in camera. If the complainant wants to withdraw the complaint or stop the investigation, the reason behind this must be investigated and mentioned in the report.

d) The Committee shall submit the investigation report with recommendations within 30 working days to the Disciplinary Committee.

e) The period of 30 days may be extended up to 60 days by the Disciplinary Committee if necessary.

f) If it is proved that a false complaint has been filed intentionally, a report will be submitted to the concerned authority, recommending appropriate action for the complainant(s). The Complaint Committee will make decisions based on the majority view of its members.

9.11.1.3 Punishment

The Disciplinary Committee may temporarily suspend the accused person (other than students), and in the case of students, may prevent them from attending their classes upon receiving the recommendation of the Committee. If the accused is found guilty of sexual harassment, the Disciplinary Committee shall treat it as misconduct and take appropriate action according to the disciplinary rules of the university within 30 (thirty) days and/or shall refer the matter to the appropriate court or tribunal if the act complained of constitutes an offence under any penal law.

9.11.2 Anti-Drug Awareness Committee

An Anti-Drug Awareness Committee shall be in operation to raise awareness against drug abuse among the students. Apart from individual and collective counseling of students, this committee shall arrange different programs and campaigns to raise awareness against drug abuse within the university. This body shall consist of the Proctorial Body and all chairpersons of the departments.

9.11.3 Anti-Drug Committee

An Anti-Drug Committee shall also be in operation as directed by the Ministry of Education of Bangladesh. Comprised of five members, this committee shall include the Vice Chancellor as the Chairperson. One representative each from the teachers, guardians, and students shall be members, while the sports/physical education officer shall be the member secretary of the committee. This committee shall work closely to prevent any drug abuse on campus, in classrooms, or on the premises of the university. In the case of any alleged drug abuse, it shall refer the matter to the Proctorial Body to handle. This committee shall assist the Anti-Drug Awareness Committee in all matters related to raising awareness against drug abuse.

PREMIER UNIVERSITY
Department of Economics
Faculty of Social Science

Economics represents a dynamic and evolving field of study, offering both intellectual stimulation and practical rewards. The demand for economics education has surged significantly in recent times. To meet this growing need, Premier University established its Department of Economics, offering a range of dynamic academic programs. The department introduced a four-year honors degree program in 2006, catering to the increasing interest in economics. Additionally, in 2011, it launched a one-year MSS program, featuring two specializations: Banking and Finance, and Development Studies. The MSS program operates on a "Taught Course" mode, providing a comprehensive learning experience. In addition, the department has a club named the Premier University Economists Forum (PUEF), where students actively participate in co-curricular activities to enhance their academic and professional growth. The programs are conducted and run by highly qualified teaching staff with brilliant academic background and erudite teaching experience in their respective disciplines at home and abroad who are dedicated to make the department a Center of Excellence in Bangladesh.

Vision

To emerge as a leading department through academic excellence in teaching, learning and research in the field of economics, in order to ensure the sustainable development and welfare of the society.

Mission

M1: To prepare our students through high quality teaching, training and research to contribute to the society.

M2: To prepare students to apply economics in a wide range of contemporary issues including the environment, globalization, human diversity and sustainability.

M3: To provide students appropriate skills and tools to be competent in their chosen career.

M4: To strengthen students in professional, ethical and social dimension through co-curricular activities.

Objectives

Economics is a diverse and fascinating discipline that addresses a range of issues that we face in modern life and plays a central role in shaping our society at every level. The objective of the Economics department is to understand and shape the broad framework of our society. The programs offered by the Department of Economics are designed to provide a general understanding of the functioning of the economic system and the role of institutions, groups, and regions within that system and prepare the student for employment in industry, the professions, government, or to pursue graduate work toward such advanced degrees in economics, business, or related fields.

Name of the Degree: Bachelor of Social Science (Honors) in Economics

Description of the Program

The program is designed in such a way that students are able to understand the nature, function and the problem of the world economy. This program provides a progressive framework in which students can acquire theoretical skill in first two years and interpretative and research capability in the rest of the two years. Overall, the program concentrates on the professional development of students in order to groom them fit for diverse professional as well as administrative career both at home and abroad.

The BSS (Honors) Economics is a 130-credit hour program spreading over a period 4 years. These credits divided into General Education; Core courses; Elective courses and Capstone. General education credits augment and round out the specialized training a student receives in economics and aim to cultivate a knowledgeable, informed, and literate human being. Elective credits enrich the background of the students in economic institutions and the analysis of policy problems. Capstone credits broaden a student's horizon and provide her/his with a chance to pursue higher studies in other areas.

The required areas, number of courses and credit hours are necessary for graduation are given below:

Areas	No. of Courses	Credit Hours
General Education	12	33
Core Courses	27	80
Elective Courses	6	11
Capstone	Internship or Fieldwork	6
Total	--	130

The program requires 130 credit hours in total where:

- A student, doing BSS (Honors) in economics, have to complete 80 credit hours of economics core courses;
- 11 credit hours elective course from the list of electives provided by the Economics department;
- The 33 credit hours for General Education; and
- The 6 credit hours as capstone (Fieldwork or Internship)

Graduate Attributes

Following are the generic capabilities that the Department of Economics seeks to foster in all of its graduates through teaching and learning:

1. Creative, Critical Thinking and Problem Solving: Graduates will possess the ability to systematically analyze issues, challenge conventional assumptions, explore diverse perspectives, and make informed decisions with adaptability and creativity. They will adeptly apply their knowledge to navigate complex real-world scenarios.

2. Life-Long Learning: Graduates will exhibit a dedication to continual learning, acquiring new knowledge and skills, and effectively applying them in an ever-evolving environment.

3. Research Skills: Graduates will demonstrate proficiency in conducting research, identifying information needs, efficiently locating and evaluating resources, and synthesizing findings into comprehensive reports and publish them into reputed journals.

4. Communication: Graduates will excel in independent work and leadership roles, fostering collaboration, understanding diverse viewpoints, active listening, empathetic communication, and generating meaningful ideas tailored to various audiences.

5. Cultural Competency: Graduates will be culturally adept, capable of effectively collaborating with individuals from diverse backgrounds and worldviews.

6. Ethical and Social Responsibility: Graduates will uphold integrity, empathy, and personal accountability, contributing positively to society, respecting diversity, and understanding various perspectives and cultures.

7. Team Building: Graduates will demonstrate effectiveness both as individual contributors and as leaders or members of diverse teams and multidisciplinary settings.

8. Innovation: Graduates will prioritize ongoing learning and staying abreast of the latest innovations in their field of study and professional practices.

9. Adaptability: Graduates will navigate change, learn from setbacks, and persevere through challenging situations, actively contributing to professional organizations and regularly publishing original research findings.

10. Digital literacy: Graduates will possess strong ICT skills, enabling them to leverage technological advancements and contribute to national growth and development.

11. Global and Cultural Awareness: Graduates will exhibit knowledge and skills relevant to their field of study, enabling success as learners, workers, and citizens in diverse contexts, with the ability to transfer and apply knowledge across different settings.

12. Entrepreneurship: Graduates will be equipped to create value, embrace risk, and explore innovative avenues, fostering an entrepreneurial mindset conducive to seizing opportunities and driving.

Program Educational Objectives (PEOs)

The objectives of the program are to:

PEO1: prepare graduates for a career with knowledge and skills including insights of the Economics and its related fields focusing on needs of the industry domestically and internationally.

PEO2: equip graduates with quantitative skills and analytical thinking skills in socio-economic issues and facilitate research.

PEO3: induce values, ethics, principles and sincerity to prepare socially responsible graduates.

PEO4: embed lifelong learning skills and professional attributes among the graduates.

Program Learning Outcomes (PLOs)

After completion of the B.S.S (Honors) program, students will be able to:

PLO1: Knowledge: Apply the knowledge of economic concepts, theories, models, data analytic techniques and economic specialization to the solution of economic problems; and attain core knowledge and competencies to engage in the real-world situations.

PLO2: Problem Analysis: Identify, formulate, research literature and analyze economic problems reaching substantiated conclusions using mathematics, statistics and econometrics.

PLO3: Development of Solution: Design solutions for complex economic problems that meet the specified needs with appropriate consideration of cultural, societal and environmental concerns.

PLO4: Conduct Investigation of Complex Problem: Use research-based methods including experiments, analysis, interpretation of data and synthesis of information leading to the logical conclusion.

PLO5: Modern Tool Usage: Create, select, and apply appropriate techniques, resources, and modern IT tools to solve a wide range of social and economic issues.

PLO6: Individual and Teamwork: Function effectively as an individual independently and as a member or leader in diverse teams and multidisciplinary settings.

PLO7: Communication: Communicate effectively on economic activities with the community and with society at large such as being able to comprehend and write effective reports and design documentation, make effective oral presentations, give and receive clear instructions.

PLO8: Lifelong learning: Recognize the need for and ability to engage in lifelong and self-directed professional development to cope with contemporary and potential challenges.

PLO9: Ethics: Apply ethical principles and a commitment to address professional ethics, responsibilities and norms of legal, economic and social practices.

Structure of the Curriculum

Duration of the Program: 04 years   **Semesters: 08**

Admission Requirements:

To get admission to Bachelor program a candidate must comply the following requirements:

i. A candidate must obtain second division/GPA 2.5 in both SSC and HSC or equivalent examinations.

ii. A candidate obtains less than GPA 2.5 in any examination will not be eligible unless he/she obtains GPA 6 combined in both SSC and HSC examinations. However, the candidate can't have below 2.0 GPA in any examination.

iii. A candidate who is the son/daughter of a freedom fighter will be eligible in case he/she obtains GPA 5 combined in both SSC and HSC examination.

iv. A candidate who has passed at least 5 papers in O' level and 2 papers in A' level will be eligible provided that she/he obtains at least Grade B/GPA 4 in papers and at least Grade C/GPA 3.5 in 3 papers.

Total minimum credit requirement to complete the program:	130
Total Weeks as Class in a Semester:	14
Minimum CGPA requirements for graduation:	2.00
Maximum academic years of completion:	07

Category of Courses

General Education (33 Credits)

Students must complete 33 credit hours in general education, which comprises of courses in Language, Arts and Humanities; Social Sciences; Science; Math and computer skills; and Business. To fulfill the requirement of general education, the students need to complete courses as per the General Education courses listed below. ENG1101-General English course is compulsory while students may choose the additional 30 credit hours or 10 courses as recommended by the Economics department.

General Education Courses				
Language				
Course Code	As BNQF UNESCO	Course Title	Credits	Pre-requisite
ENG 1101	0231-1101	General English	3	None
ENG 1111	0232-1111	English Skills Development	3	None
BAN 1103	0232-1103	Bengali Language and Culture	3	None
Art and Humanities				
HUM 1101	0222-1101	History of the Emergence of Bangladesh	3	None
HIS 1101	0222-1101	World History	3	None

Science				
MPH 6101		Introduction to Public Health and Contemporary Issues	3	None

Social Sciences				
SOC 1101	0314-1101	Fundamentals of Sociology	3	None
POL 1101	0312-1101	Introduction to Political Science	3	None
ANT 1101	0314-1101	Introduction to Anthropology	3	None
PAD 1102	0413-1102	Introduction to Public Administration	3	None
GEO 1101	0532-1101	Bangladesh Geography	3	None
IRE 1102	0312-1102	Introduction to International Relations	3	None

Math and Computer Skills				
MAT 1101	0541-1101	Introductory Mathematics	3	None
STA 1101	0542-1101	Introductory Statistics	3	None
CSE 1203	0611-1203	Computer Information System	3	None

Business				
ACC 1101	0411-1101	Fundamentals of Accounting	3	None
MGT 1101	0413-1101	Fundamentals of Management	3	None

Core Courses (80 Credits)

In addition to completing the general education requirements, students have to complete 80 credit hours of Core Economics courses. On the one hand, these courses include core components of economic theory, such as microeconomics, macroeconomics, mathematical economics and econometrics. On the other hand, these Economics major courses also include specific applications of economics, such as, international trade, environment, agriculture economics, banking and insurance, health economics, etc. The list of core courses is provided below:

CORE COURSES				
Course Code	Course Code According to UNESCO	Course Title	Credits	Pre-requisite
ECO 1111	0311-1111	Introduction to Microeconomics	3	None
ECO 1112	0311-1112	Intermediate Microeconomic Theory-I	3	ECO 1111

ECO 2111	0311-2111	Intermediate Microeconomic Theory-II	3	ECO 1111, ECO 1112
ECO 1211	0311-1211	Introduction to Macroeconomics	3	None
ECO 1212	0311-1212	Intermediate Macroeconomic Theory-I	3	ECO 1211
ECO 3211	0311-3211	Intermediate Macroeconomic Theory-II	3	ECO 1211, ECO 1212
ECO 2311	0311-2311	Applied Mathematics for Economics-I	3	MAT 1101
ECO 2312	0311-2312	Applied Mathematics for Economics-II	3	MAT 1101, ECO 2311
STA 1411	0542-1411	Intermediate Statistics	3	STA 1101
STA 2411	0542-2411	Advanced Statistics	3	STA 1101, STA 1411
ECO 2413	0311-2413	Introduction to Econometrics	3	STA 2411
ECO 3411	0311-3411	Applied Econometrics	3	ECO 2413
ECO 3412	0311-3412	Data Analysis and Statistical Software	2	STA 1411, CSE 1203
ECO 3211	0311-3211	Public Finance	3	ECO 1112, ECO 1212
ECO 3911	0311-3911	History of Economic Thought	3	None
ECO 4811	0311-4811	Environmental and Resource Economics	3	ECO 2111, ECO 1212
ECO 3111	0311-3111	Economics of Industrial Organization	3	ECO 2111
ECO 3811	0311-3811	Agricultural Economics	3	ECO 2111
ECO 3611	0311-3611	Research Methodology	3	None
ECO 3511	0311-3511	International Trade	3	ECO 1111, ECO 1211
ECO 4711	0311-4711	Development Economics	3	ECO 3211
ECO 3812	0311-3812	Labor Economics	3	ECO 3211, ECO 3211
ECO 4812	0311-4812	Health Economics	3	ECO 2111, ECO 3211
ECO 2511	0311-2511	Banking and Insurance	3	None
ECO 2711	0311-2711	Bangladesh Economy	3	None
ECO 2611	0311-2611	Project Analysis and Evaluation	3	None
ECO 4511	0311-4511	Security and Portfolio Analysis	3	STA 2411

Elective Courses (11 Credits)

Students have to choose 11 credit hours (economics electives) from the following elective course list with the approval of the department:

ELECTIVE COURSES				
Course Code	Course Code According to UNESCO	Course Title	Credits	Pre-requisite
ECO 3813	0311-3813	Energy Economics and Policy	3	ECO 2111, ECO 3211
ECO 4712	0311-4712	Political Economy and Economic Development	3	None
ECO 3711	0311-3711	Asian and Emerging Economics	3	None
ECO 3112	0311-3112	Managerial Economics	3	ECO 2111
ECO 3712	0311-3712	Rural Development	3	None
ECO 4211	0311-4211	Economic Growth	3	ECO 2312, ECO 3211
ECO 4511	0311-4511	Corporate Finance	3	None
ECO 4212	0311-4212	Public Economics: Taxation	3	ECO 1212
ECO 3713	0311-3713	Urban Economics	3	None
ECO 4713	0311-4713	Contemporary Economic Issues	3	None
ECO 2911	0311-2911	Economic History of Bangladesh	3	None

Capstone (6 Credits)

Students have to complete 6 credit hours of capstone as Internship or Field work.

CAPSTONE			
Course Code	Course Code According to UNESCO	Course Title	Credits
ECO 3613	0311-3613	Field Work: Trade and Financial Management	3
ECO 4611	0311-4611	Field work: Development Economics	3
		Or	
ECO 4612	0311-4612	Internship	6

Semester Wise Course Distribution for BSS (Honors)

1st Semester		
Course Code	Course Title	Credits
ECO 1111/0311-1111	Introduction to Microeconomics	3
ECO 1211/0311-1211	Introduction to Macroeconomics	3
CSE 1203	Computer Information System (GED)	3
ENG 1101	General English (GED)	3
	One course from GED (stem: Social Science) offered by the department.	3
Total : 15 credit hours		

2nd Semester		
Course Code	Course Title	Credits
ECO 1112/0311-1112	Intermediate Microeconomic Theory I	3
ECO 1212/0311-1212	Intermediate Macroeconomic Theory I	3
MAT 1101	Introductory Mathematics (GED)	3
STA 1101	Introductory Statistics (GED)	3
	One course from GED offered by the department.	3
Total : 15 credit hours		

3rd Semester		
Course Code	Course Title	Credits
ECO 2311/0311-2311	Applied Mathematics for Economics I	3
ECO 2711/0311-2711	Bangladesh Economy	3
STA 1411/0542-1411	Intermediate Statistics	3
ENG 1111	English Skills Development	3
ACC1101	Fundamentals of Accounting	3
	One course from GED (stem: Social Science) offered by the department.	3
Total : 18 credit hours		

4th Semester		
Course Code	Course Title	Credits
ECO 2111/0311-2111	Intermediate Microeconomic Theory II	3
ECO 2411/0542-2411	Advanced Statistics	3
ECO 2312/0311-2312	Applied Mathematics for Economics II	3
ECO 2611/0311-2611	Project Analysis and Evaluation	3
MGT 1101	Fundamentals of Management	3
	One course from GED (stem: Social Science/Science) offered by the department.	3
Total : 18 credit hours		

5th Semester		
Course Code	Course Title	Credits
ECO 3211/0311-3211	Intermediate Macroeconomic Theory II	3
ECO 2413/0311-2413	Introduction to Econometrics	3
ECO 3511/0311-3511	International Trade	3
ECO 3812/0311-3812	Labor Economics	3
ECO 2511/0311-2511	Banking and Insurance	3
ECO 3611/0311-3611	Research Methodology	3
Total : 18 credit hours		

6th Semester		
Course Code	Course Title	Credits
ECO 3411/0311-3411	Applied Econometrics 3	
ECO 3911/0311-3911	History of Economic Thought	3
ECO 3111/0311-3111	Economics of Industrial Organization	3
ECO 3211/0311-3211	Public Finance 3	
ECO 3412/0311-3412	Data Analysis and Statistical Software	2
ECO ----	One Elective course from the Elective course list	2
ECO 3613/0311-3613	***Field Work: Trade and Financial Management	3
Total: 16 credit hours (for Field work 3 credit hours extra)		

7th Semester		
Course Code	**Course Title**	**Credits**
ECO 4511/0311-4511	Security and Portfolio Analysis	3
ECO 4811/0311-4811	Environment and Natural Resource Economics	3
ECO 3811/0311-3811	Agricultural Economics	3
ECO 4711/0311-4711	Development Economics	3
ECO ----	One Elective course from the Elective course list	3
Total : 15 credit hours		

8th Semester		
Course Code	**Course Title**	**Credits**
ECO 4812/0311-4812	Health Economics	3
ECO ----	One Elective course from the Elective course list	3
ECO ----	One Elective course from the Elective course list	3
ECO 4611/0311-4611	**Field work: Development Economics	3
ECO 4612/0311-4612	Internship*	6
Total : 15 credit hours		

*** Students who will choose fieldwork as capstone, have to complete 3 credit hours (Fieldwork: Trade and Financial Management) in addition to 16 credit hours (regular) in the 6th semester.

**Students who will choose fieldwork as Capstone have to complete 3 credit hours (Fieldwork: Development Economics) in addition to 9 credit hours (regular) in the 8th semester.

Or, Students who will choose Internship as Capstone have to complete 6 credit hours in addition to 9 credit hours (regular) in the 8th semester.

Grand Total: 130 credit hours

Description of Courses of the Program

General Education

Course Title: General English

Course Code: ENG 1101/1231-1101

The course aims at assisting the students to acquire the language skills necessary to step into the higher education arena. It ensures the ability of the students to have better cognizance of grammatical properties. The students acquire standard vocabulary and learn sentence making from this course. Additionally, it helps to grow their analytical skills of the English Language.

Course Name: English Skills Development

Course Code: ENG 1111/0232-1101

The course aims at familiarizing the students with receptive and productive skills to make them communicate with ease. It lets students listen to standard conversations, lectures, and discussions so that their listening aptitude grows. It assists students to comprehend academic and non-academic texts through reading. Students will also be enriched with vocabularies and expressions in writing from this course.

Course Title: History of the Emergence of Bangladesh

Course Code: HUM 1101/ 0222-1101

The objectives of the course are to provide a strong conceptual idea about the history of Bangladesh and facilitate the students to obtain knowledge on how the Bengali nationality has emerged as well as acquaintance the students with the British rule over Bengal and the subcontinent for 190 years. Over and above this course makes the students able to know the history of the partition of Bengal and its aftermath. Also to demonstrate how the then East Pakistan (Bangladesh) was culturally, economically and politically exploited and the development of a new Bengali nationalism as well as the muslim middle class in the 1950's and 1960's. Moreover, this course makes the students apprehend the Language movement in 1952, and its significance. Besides to acquaint with the role of Bangabondhu Sheikh Mujibur Rahman: Six-Point demand by Bangabondhu Sheikh Mujibur Rahman resulting in student movement for independence, post-independence political and economic rebuilding of Bangladesh.

Course Title: Bengali Language and Culture (বাংলাভাষা ও সংস্কৃতি)

Course Code: BAN 1103/ 0232-1103

এই কোর্সটির উদ্দেশ্য হলো একজন শিক্ষার্থীকে বাংলাদেশের ভূ-প্রকৃতি, পরিসীমা, বাঙালি জাতিসত্তা, বাংলা ভাষা ও সাহিত্যে বিকাশ সম্পর্কে সঠিক ভাবে অবহিত করা এবং কালের ধারাবাহিকতায় বিবর্তিত বাংলা থেকে বাংলাদেশ রাষ্ট্রে পরিণতি সম্পর্কিত ধারণা দেওয়া। এছাড়া সুলতানি আমল, মুঘল আমল, নবাবি আমল ও ব্রিটিশ শাসন-পরিক্রমায় ভারতীয় উপমহাদেশে বাংলা ও বাঙালির স্বাতন্ত্র্য ও বৈশিষ্ট্য সমূহ সম্পর্কে শিক্ষার্থীদের সম্যক ধারণা প্রদান করা হবে এবং পাশাপাশি বাংলা অঞ্চলে নতুন সামাজিক শ্রেণি সমূহের অভ্যুদয় এবং সেই সঙ্গে বিভিন্ন পেশাজীবী শ্রেণি, বিদ্দদ সমাজ এবং বাংলা কাব্য ও গদ্যের বিকাশ প্রভৃতির ভূমিকা সম্পর্কেও সামগ্রিক ধারণা দেওয়া হবে। তাছাড়াও এখানে শিক্ষার্থীদের বিংশ শতাব্দীতে বাংলা ভাষা ও সাহিত্য, বাঙালি মধ্যবিত্ত ও অন্যান্য শ্রেণির সামগ্রিক অবস্থান, বাঙালি জাতীয়তাবাদের উন্মেষ, ৫২-এর ভাষা আন্দোলন এবং বাংলাদেশ রাষ্ট্রের প্রতিষ্ঠা প্রভৃতি বিষয়ে শিক্ষাদান করা হবে।

Course Title: World History

Course Code: HIS 1101/ 0222-1102

The aim of the course is to provide a general background to the contemporary world so that students can relate and understand the origin of world history like renaissance, feudalism, industrial revolution, the interrelation between World Wars. At the end of the course striving to understand the effects of historical change and development of the world.

Course Title: Fundamentals of Sociology

Course Code: SOC 1101/ 0314-1101

The purpose of this course is to provide students about the fundamental concepts used in sociology so that students can relate and understand the social issues like inequality, media and communication, population and urbanization. The course is striving to understand effect of the social changes on society and on development.

Course Title: Introduction to Political Science

Course Code: POL 1101/ 0312 - 1101

This course aims to introduce students regarding fundamental concepts of political science and the processes as well as outcomes of variety of political sceneries. It also explains the political system of Bangladesh and the rest of the world.

Course Title: Introduction to Anthropology

Course Code: ANT 1101/ 0314- 1101

The objective of the course to looks at the social world from the anthropological

perspectives and familiarizes the students with primary concepts, theories and methodologies of anthropology.

Course Title: Introduction to Public Administration
Course Code: PAD 1102/ 0413-1102

The purpose of this course is to provide students about the fundamental terminologies related to government and public administration. It also makes the students familiar with forms and organs of government, public administration, civil rights and existing public administration system of Bangladesh.

Course Title: Bangladesh Geography
Course Code: GEO 1101/ 0312-1101

'The aim of this course is to provide students with the fundamental concepts of geography so that students can relate and understand the geometric process like natural resources, water, energy, trends, and patterns of human populations.

Course Title: Introduction to International Relations
Course Code: IRE 1102/ 0312-1102

The key objective of the course is to learn how to promote successful relationship between states in international relations allows nations to cooperate with one another, pool resources, and share information as a way to face global issues that go beyond any particular country or region.

Course Title: Introduction to Public Health and Contemporary Issues
Course Code: MPH 6101/1022-6101

This course aims to enlighten importance of public health, factors that determine public health, and the influence of society on public health.

Course Title: Introductory Mathematics
Course Code: MAT 1101/0541-1101

The objective of the course is to provide the basic concepts of mathematical tools and the ingredients of mathematical model. It also teaches the students to relate mathematical tools and rules (such as derivative etc.) with the economic theories.

Course Title: Introductory Statistics

Course Code: STA 1101/ 0542-1101

The course aims to demonstrate the basic ideas of statistics and the measurement of central tendency, dispersions. It also explains some methods of index numbers to solve the world's economic problems.

Course Title: Computer Information System

Couse Code: CSE 1203/0611-1203

The objective of the course is to make students familiar with the basic principles of a personal computer, including the internal hardware, the operating system, and use the basic vocabulary and terminology related to computer and word processing and develop students' capability of understanding soft copy file management.

Course Title: Fundamentals of Accounting

Course Code: ACC 1101/ 0411-1101

This course focuses on introductory ideas of financial and cost accounting, different record keeping formalities, preparations of financial statements and bank reconciliation strategies.

Course Title: Fundamentals of Management

Course Code: MGT 1101/ 0413-1101

The aim of this course is to provide student the concepts of leadership, teamwork, and interpersonal skills. It also emphasizes on planning, organizing, leading, and controlling functions of management, as well as group dynamics, team building, leadership, conflict and change, diversity, and organizational culture.

CORE COURSES

Course Title: Introduction to Microeconomics

Course Code: ECO 1111/0311-1111

This course aims to introduce the basic concepts of microeconomics. It also focuses on the fundamental concepts like demand and supply mechanisms, elasticity and consumer demand theory.

Course Title: Intermediate Microeconomic Theory-I

Course Code: ECO 1112/0311-1112

The course aims to explain the theory of production and cost and their application in a firm's decision-making. It intends to analyze the perfect and imperfect market structure and determination of the profit-maximizing price.

Course Title: Intermediate Microeconomic Theory-II

Course Code: ECO 2111/0311-2111

This course aims to explain the profit-maximizing price and output for a firm operating in an imperfect market structure. It also focuses on theory of factor pricing, general equilibrium and welfare economics.

Course Title: Introduction to Macroeconomics

Course Code: ECO 1211/0311-1211

The aim of the course is to introduce students to the fundamental concepts, tools, and theories of macroeconomics. Besides, it familiarizes students with the theoretical background of macroeconomic history.

Course Title: Intermediate Macroeconomic Theory-I

Code: ECO 1212/0311-1212

The objective of the course is to provide students a clear idea about Classical theory and Keynesian economics. It also makes them understand the concept of consumption and investment functions as well as the roles of fiscal and monetary policy in aggregate demand management.

Course Title: Intermediate Macroeconomic Theory-II

Code: ECO 3211/0311-3211

This course is focused on the ideas of advanced theories of macroeconomics such as; rational expectation, and business cycle theories. It also acquaints students with an open economy that evolves around the exchange rate market and enables them to perform different policies in critical economic situations.

Course Title: Applied Mathematics for Economics-I

Course Code: ECO 2311/0311-2311

The objective of the course is to explain mathematical tools and techniques such as set, matrix, differential and integral calculus, so that student can analyze the economic theory properly.

Course Title: Applied Mathematics for Economics-II

Course Code: ECO 2312/0311-2312

This course aims to emphasis on the practical significance of mathematics in economics and equip them with analytical tools such as difference and differential equations, game theory, linear programming etc. that apply to the appropriate economic model and different policy measures.

Course Title: Intermediate Statistics

Course Code: STA 1411/0542-1411

The goal of this course is to explain the various types and rules of probability and probability distributions (binomial, Poisson, normal, etc.). It also focuses on sampling methods, sampling distribution, interval estimation, and hypothesis testing, which are helpful for solving economic problems.

Course Title: Advanced Statistics

Course Code: STA 2411/0542-2411

The course aims to provide basic ideas on correlation and regression. It also explains hypothesis testing for two means and proportion, various methods of time series analysis, and clarifies the ideas of statistical process control, quality management and decision theory.

Course Title: Introduction to Econometrics

Course Code: ECO 2413/0311-2413

The objective of the course is to orient the students to exercise different tools and techniques of econometrics. This course trains students to interpret the econometric model's estimation results.

Course Title: Applied Econometrics

Course Code: ECO 3411/0311-3411

The aim of this course is to teach students with the methodology of designing econometric research. This course is to enlighten students with the effects of violating the assumptions of an econometric model and its remedial measures. Enhance students' ability to work on time-series techniques required for both microeconomics and macroeconomics.

Course Title: Data Analysis and Statistical Software

Couse Code: ECO 3412/0311-3412

The aim of this course is to train students with application of computer software for database management. This course focuses on hands-on experience with statistical software to enhance students' research activities. It trains students to develop the skill to analyze data to address research problems and build up the capacity to present and interpret results.

Course Title: Public Finance

Course Code: ECO 3211/0311-3211

The primary course objective is to provide students with the tools, and the skills of public finance. Understand the underlying concepts and practical tradeoffs entailed in public finance policy alternatives. Prepare students to be informed consumers of public finance data, and thus, equip students to engage constructively in the formulation, implementation, and evaluation of public finance policies.

Course Title: History of Economic Thought

Course Code: ECO 3911/0311-3911

The course aims to provide the economic contributions of the major schools of thought, such as ancient economic thought, medieval thought, mercantilists, physiocrats, classical economists, neo-classical and Keynesian schools. It also demonstrates the modern economic trends compared with the past decade.

Course Title: Environmental and Resource Economics

Course Code: ECO 4811/0311-4811

The objectives of this course are to introduce the environment and natural resources and their economic values, and optimal use of these scarce resources. It also emphases on how human, social and cultural factors can influence the natural resources and their sustainability. It discusses the approaches that used to manage, govern and sustain environment and natural resources.

Course Title: Economics of Industrial Organization

Course Code: ECO 3111/0311-3111

The aims of the course are to provide the ideas of the theories of competition and monopoly market and their interactions. It also makes the students understand the market structure and strategies for the firms. Public policies, regulation and deregulation are also discussed in the course so that students can relate the concepts in real field.

Course Title: Agricultural Economics

Course Code: ECO 3811/0311-3811

The course aim is to provide a clear understanding of the economics of agricultural production, and factors of agricultural productivity, agricultural mechanization, agricultural credit, land reforms and agricultural marketing etc. It also includes government policies for enhancing agricultural production.

Course Title: Research Methodology

Course Code: ECO 3611/0311-3611

The goals of this course are to teach students the basic concepts of research, research method and methodology. It also aims to create ability among students to construct research objective, hypothesis, data collection, different instruments of data analysis and interpretation.

Course Title: International Trade

Course Code: ECO 3511/0311-3511

The purpose of this course is to provide a foundation in international trade theory, terms of trade, balance of payment, foreign exchange market, and commercial policy tools. It also explains the roles of various trade organizations like the WTO, GATT, IMF, and UNCTAD.

Course Title: Development Economics

Course Code: ECO 4711/0311-4711

The goal of this course is to better understand the lives of the world's poor, what are their lives like? and why they remain poor. Specifically, the course addresses the main dimensions of poverty: lack of human capital, lack of assets, lack of insurance, lack of voice, etc., and tries to examine why poverty is not just a matter of initial low wellbeing and what price distortions and market failures hinder their quest to improve their wellbeing? Is there scope for policy to help the world's poor? We do not answer these questions with narratives and abstract theory. Rather, we examine detailed survey data of the world's poor, and look at policies that have been attempted and evaluated scientifically. Therefore, this course is considered why extreme poverty and hunger, low-levels of education, gender inequality, and child labor are prevalent in the developing world. Also examine the economic consequences of globalization. For each topic, we seek to understand the factors and constraints influencing decision-making in developing countries.

Course Title: Labor Economics

Course Code: ECO 3812/0311-3812

The course aims to explain a more complete understanding of the demand for and supply of labor including the qualitative aspects of the labor supply to students. Topics include wage and employment determination, formation of human capital, labour market discrimination, immigration, unemployment, wage differentials, wage structure, and institutions in the labour market. This course is particular emphasis on the interaction between theoretical and empirical modeling.

Course Title: Health Economics

Course Code: ECO 4812/0311-4812

The course aim is to introduce the students with the production function of health, health insurance, supply and demand mechanism of health care etc. It also emphasizes on the costs and benefit analysis of the various types of health care projects. Further, it is determined allocation of resources as well as analysis govt. intervention in health care sector.

Course Title: Banking and Insurance

Course code: ECO 2511/0311-2511

This course is focused towards the basic concepts in banking system and bank management. It enables students to get the idea of insurance business in general and in national level. It also emphasizes on the analysis of the regulations and the practices this sector follows to achieve organizational success.

Course Title: Bangladesh Economy

Course Code: ECO 2711/0311-2711

This course aims to enable students to build a solid understanding of crucial economic issues of Bangladesh such as agriculture, industry, money and banking, and foreign trade. The course intends to equip learners with the interdisciplinary knowledge of development planning and poverty alleviation policies.

Course Title: Project Analysis and Evaluation

Course Code: ECO 2611/0311-2611

The goal of this course is to explain the fundamental concepts of a project, project appraisal, and various investment criteria (NPV, IRR, B/C ratio, etc.) and approaches

of social cost-benefit analysis. It covers the stages of risk management, cost estimation, evaluation methods, and discusses current development projects in Bangladesh.

Course Title: Security and Portfolio Analysis

Code: ECO 4511/0311-4511

The objective of the course is to discuss the basic ideas of financial market and develop an understanding of the investment scenario in financial market and stock market. This course also provides conceptual insights of stock valuation and skills to take sound investment decision in the context of portfolio investment.

ELECTIVE COURSES

Course Title: Energy Economics and Policy

Course Code: ECO 3813/0311-3813

The goals of this course are to provide applied economic concepts in the energy sector and to analyze, manage, and forecast energy demand. This course covers the economics of energy supply, pricing, and taxation as well as some environmental and climate change issues that are related to the energy sector. It also illustrates various energy markets (oil, natural gas, electricity, etc.) and the governance of the energy sector in Bangladesh.

Course Title: Political Economy and Economic Development

Course Code: ECO 4712/0311-4712

The objective of this course is to enlighten crucial issues of political economy and economic development under different schools of thought. How wealth is created and used, the inequalities between rich and poor, and the tensions between economic growth and the welfare are important illustrative concerns.

Course Title: Asian and Emerging Economics

Course Code: ECO 3711/0311-3711

The course attempts to answer a number of important questions regarding drivers for growth, role of government and state-owned sector, key challenges, future potential, impact of financial markets and corporate governance, and economic crisis of Asian emerging economies.

Course Title: Managerial Economics

Course Code: ECO 3112/0311-3112

This course aims to analyze the applications of the economic concepts of managerial strategy and public policy, emphasizing on competition, market power etc.

Course Title: Rural Development

Course Code: ECO 3712/0311-3712

The course explains the stylized fact about the dynamics of the rural economy. It teaches the significant approaches, policies, and programs adopted for rural development in Bangladesh.

Course Title: Economic Growth

Course Code: ECO 4211/0311-4211

This course aims to explain different economic growth theories such as Solow growth model, neoclassical growth model, Endogenous growth model etc. It also enlightens the recent patterns of growth, causes, and policies.

Course Title: Corporate Finance

Course Code: ECO 4511/0311-4511

The course aims at explaining the concepts of corporate finance and different financial institutions to the students. It teaches various methods related to everyday financial measurements like present value calculation, future value calculation, compounding etc. It also enhances their ability to analyze different financial statements.

Course Title: Public Economics: Taxation

Course Code: ECO 4212/0311-4212

The goal of the course is to focus on the modern treatment of public policies relating to taxation. Emphasis is placed on how different informational capabilities and jurisdictions of the government impact the design of the policy. Public Economics course educates students on the areas of application in taxation including the efficient and equitable consumption taxes, the structure of income taxation and the appropriate mix of income and consumption taxes. Besides, this course inculcates awareness in students that taxes can and often constitute significant costs to businesses and households and therefore can have a major impact in economic and other decision-making, but these costs are also potentially controllable through legitimate tax minimization strategies.

Course Title: Urban Economics

Course Code: ECO 3713/0311-3713

The course aims to explain pattern of land use, suburbanization, transportation, education, crime and housing and their influence in the growth of cities. It also enlightens the nature and development of urban areas.

Course Title: Contemporary Economic Issues

Course Code: ECO 4713/0311-4713

The core and applied economic courses usually find it difficult to accommodate current economic issues and debates and, if at all, the coverage is sporadic and insufficient. This course provides opportunity to the students to study and debate some of the issues that are inherently contentious such as measurement of GDP, income inequality, and environment, which thus require an in-depth scrutiny of a selected topic. The course also brings in some of the most current issues such as climate change, sustainable development and US-China trade policy changes.

Course Title: Economic History of Bangladesh

Course Code: ECO 2911/0311-2911

The course aim is to provide students with knowledge of different historical event of economy for ancient Bengal, Mughal, British and Pakistan regime. It also emphasizes on the structure of Bangladesh economy and development strategy of Bangladesh such as agricultural, industry and trade.

CAPSTONE

Course Title: Fieldwork: Trade and Financial Management

Code: ECO 3613/0311-3613

This course aims to enhance knowledge about the financial and management issues of the financial institutions and business organizations through field visits, data collection and analysis. It also makes students familiar with organizational behavior and policy as well as contribution to the economic development of Bangladesh.

Course Title: Fieldwork: Economic Development

Code: ECO 4611/0311-4611

This course aims to help students study and analyze different economic sectors, their

contributions, problems, prospects and other socio-economic indicators of Bangladesh. Consequently, students will be able to work their problems as field-level study. This course goal is to skill students' to develop the link between theory and practice concerning development issues of Bangladesh.

Course Title: Internship

Course Code: ECO 4612/0311-4612

The objective of this course intended to bridge the gap between the course work and full-time employment during the graduation level. It also focuses on learning practical economic issues resume building, develop business contacts and networking that helps students to develop a right work attitude, self-confidence, interpersonal skills and ability to work as a team in a real organizational setting. The final written submission and defense contribute to the development of communication skills.

Field Work Policy

Introduction

The Fieldwork is a Capstone course offered as a part of the BSS (Honors) OBE curriculum in the Department of Economics at Premier University. This research activity allows students to gain field experience, enhancing their ability to analyze relevant data and deepen their understanding of future research problems. It provides opportunities for students to evaluate real-life scenarios and apply theoretical knowledge to real-time issues. There are two fieldwork courses (3 credit each) as capstone in the BSS program.

General Guidelines for the Field Work

Before the field-visit

- Notify the head of the department
- Ensure all equipment has been checked, is suitable, sufficient and fit for purpose.
- Allocate specific supervisory duties to participants and assistant leaders,
- Obtain medical declarations and personal information from all participants and check the forms for any medical conditions that may affect the participant's ability to safely perform the activities.
- Ensure all forms and sign offs for fieldtrip are completed

- Ensure participants have an information pack about the fieldtrip

- Ensure that participants are made aware of the hazards of the trip and the risk management strategies to be put in place.

On the field-visit

- Ensure Instructions issued to participants are comprehensible and appropriate.

- Ensure that the level of supervision is adequate for any given situation.

- Report all accidents, illness and incidents as per university policy.

Roles and Responsibilities

Head of Department:

- Organize field-work placement.

- Responsible for authorization process which reflects the particular teaching aims and research activities where fieldwork activities are conducted.

- Allocate specific supervisor to particular students.

- Ensure reduction of risk during field work.

Supervisor

- Assist students in the initial conceptualization of the Capstone course.

- Instruct on the topics aimed at the fieldwork experience and prepare the students.

- Ensure that fieldwork is properly and thoroughly planned.

Students:

- Confirm their choice on Field-work after the end of the 4th semester.

- Follow the policies, rules, and regulations of the university.

- Attend meetings and workshops and related activities.

- Submit appropriate a report on field work.

- Before submitting the field work report, students must check it through Turnitin to ensure minimal plagiarism. A maximum of 20% plagiarism is acceptable.

Payment method:

- Students need to pay for the fieldwork course according to the credit fee rules of Premier University when it is offered by the Department of Economics.
- Additionally, students are responsible for their own transportation, accommodation, and food costs (if necessary), depending on the situation (place of field visit).

Field work process

A teacher of the department (to be regarded as internal examiner) will supervise the students during fieldwork. Student will award marks on fieldwork and report by supervisor. In this regard, students need to present a report based on their fieldwork and it will guide by the supervisor. Students will present their findings in the form of a short report followed by a report structure. After that a seminar will organize for presentation and open discussion on fieldwork report for 30 marks (as Viva-voce) which will be evaluated by the examination committee and supervisor.

Field work Report Structure

- Acknowledge
- Introduction
- Objectives
- Methodology
- Findings and analysis
- Conclusion

Assessment

Process	Marks
Class work	20
Report writing: (Field recording/ Observation collection, Analysis, conclusion and limitations etc.)	50
Presentation and Viva-voce	30
Total	**100**

Internship Policy

The internship is a Capstone course offered as a part of BSS (Honors) OBE curriculum in the Department of Economics, Premier University.

Rationale:

An internship opens up a variety of benefits for young workers who want to pave the way of their career path. This course is designed to provide a significant and new opportunity to learn the application of theoretical economic issues beyond the classroom. It also intended to improve personal development, skills and capabilities through a professional environment.

Course Objectives:

The objective of this course intended to bridge the gap between the course work and full time employment during the graduation level. It also focuses on learning practical economic issues; resume building; develop business contacts and networking that helps students to develop a right work attitude, self-confidence, interpersonal skills and ability to work as a team in a real organizational setting. The final written submission and defense contribute to the development of communication skills.

The Internship Process:

Each registered student is required to work as an intern in a business organization, government office, research organization, bank or any other institution. The duration of the internship will usually be 12 weeks continuously. The internship coordination committee nominated by the concerned academic committee of the DECO will assess the internship proposal of the student and will consult with the internship providing organizations. The internship evaluation committee will be nominated by the department. It is the candidate's responsibility to find out and finalize the intern offering organization appropriate with his/her internship proposal. The supervisor will monitor and coordinate the total process. The intern will have to contact and report to the supervisor as desired regarding status and progress.

Guidelines for students:

1. A Student need to submit an internship proposal to the internship coordination committee.
2. After approval of the internship proposal from the internship coordination committee, student is responsible for obtaining his/ her own Internship.
3. Internship start and end dates must be within the final semester. All courses up to 7th semester have to be completed. Students are not permitted to take the course prior to that semester or after completing the last semester or degree.

4. The course carries 6 credits and the duration of the internship has to be 3 months/12 weeks.

5. The students cannot be self-employed.

6. Head of the Department will issue a letter to the particular organization and the needed information have to be provided by the student to the department.

7. A copy of the students offer letter is required in response to the letter issued by the department.

8. The letter must have full details of the student and a complete description of his job title and responsibilities with respective working hours.

9. The letter must include duration of the internship along with starting and end date.

10. Head of the Department will issue a letter to the particular organization.

11. Students have to complete at least 3 faces to face meeting with their course supervisor before the submission of the internship report.

12. Before submitting the internship report, students must check it through Turnitin to ensure minimal plagiarism. A maximum of 20% plagiarism is acceptable.

Supervisor's Responsibility:

1. Supervisor (Department) selects the topic of internship.

2. Supervisor keeps record of the face-to-face meetings and progress of the student over the time. Supervisors are expected to provide ample time for each of the meetings per student.

3. Supervisor's certificate is provided prior to the submission of the report with recommendation.

4. Students have to submit the internship report to the supervisor.

Template for Report Writing:

Student has to maintain the following structure to prepare the Internship Report. It must contain-

1. Student's Declaration
2. Supervisor's Certificate
3. Acknowledgement/ Preface
4. Executive Summary

5. Table of Contents
6. Introduction
7. Theoretical/ Conceptual framework
8. Overview, Objective, Mission and Vision of the industry
9. Practical Experience of the Industry
10. Analysis and Discussion
11. Recommendations and conclusion
12. References
* Font: Times New Roman. Size: 12 Word Limit: 5000 words
* A maximum of 20% plagiarism is acceptable.

Assessment:

After successful completion of the internship program, the student needs to submit the required number of copies of the internship report to the discipline.

The internship coordination committee in consultation with the supervisor/s and chairman will declare the schedule of various assignments like internship report submission, presentation, Viva-voce and so on.

Report	Presentation and Viva-Voce	Total
70	30	100

Evaluation Criterion:

Aspect for Evaluation	Marks
Executive Summary	5
Company Structure and Overview	5
Practical experience of the industry	20
Analysis and discussion	30
Overall structure of report and clarity of writing	10
Presentation	20
Viva-voce	10

Premier University