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GENERAL INSTRUCTIONS- BUP ONLINE CERTIFICATE COURSES

1. **General.** BUP is starting ‘Online Certificate Courses’ for students of SSC & HSC level from 07 June 2020.

2. **Aim.** The aim of this Online Certificate Course is to engage young generation with constructive and quality activities during this pandemic environment.

3. **Details of the Courses.**

a. **Name of Courses.**

- (1) Career Selection and Development Course
- (2) Presentation Skill Development Course
- (3) Basic English Proficiency Development Course
- (4) Elementary French Language Course
- (5) Elementary Arabic Language Course

b. **Number of Teachers.**

- | | |
|---|-----------|
| (1) Career Selection and Development Course- | 05 |
| (2) Presentation Skill Development Course- | 04 |
| (3) Basic English Proficiency Development Course- | 02 |
| (4) Elementary French Language Course- | 01 |
| (5) Elementary Arabic Language Course- | 01 |

c. **Duration of the Class.** 04 weeks (05 Classes per Week) except Friday & Saturday.

d. **Start Date.** 07 June 2020

e. **Class Time of the Courses.**

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|---|------------------------|
| (1) Career Selection and Development Course: | 1930hrs-2030hrs |
| (2) Presentation Skill Development Course: | 1130hrs-1230hrs |
| (3) Basic English Proficiency Development Course: | 1500hrs-1600hrs |
| (4) Elementary French Language Course: | 1000hrs-1100hrs |
| (5) Elementary Arabic Language Course: | 1700hrs-1800hrs |

f. **Platform of the Class.** Zoom, Google Classroom, Facebook.

g. **Zoom Account.** Every Student must have Zoom account and they will be notified regarding Zoom link before the day of the each class.

h. **Detail Routine, Syllabus & Course Outline.** Detailed Routine, Syllabus, Course Outline is available in the BUP Website (Notice) (www.bup.edu.bd).

4. **Focal Point.**

a. **BUP Focal Point.** BA-4850 Lt Col Shehabuddin Hassan, psc, G Arty, Additional Registrar (Academic).

b. **ICT Focal Point.** BUP No-12013 Programmer Md. Ashadul Islam, ICT Centre.

5. **Registration Cutoff Time.** 06 June 2020 at 1800hrs.

6. **Conclusions.** After successful completion of Online Certificate Course student will be awarded with certificate from BUP.


SHEHABUDDIN HASSAN
Lt Col
Additional Registrar (Academic)

Ext: 1602

04 June 2020

To:

All Concerned