



SOUTHEAST UNIVERSITY

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Ref: SEU/ACAD/NOTICE/0433/2023

Date: 19.09.2023

NOTICE

Subject: Payment of 40% Tuition Fee, Course ADD/DROP & Semester withdrawal of LAW Dept.

STUDENTS OF SEU

FALL 2023 Semester

In accordance with the approval of the University Management, all concerned are hereby requested to take the following information into consideration for all Undergraduate and Master's Programs students of Law Department:

SL. No.	Particular/Details	Time Limit	Amount/Percentage Have to paid
01	Last date of payment without late fine	Sep 27, 2023	1 st Installment (40%) of the running semester
02	Payment with late fine Tk.500	Sep 28 - Oct 05, 2023	Do
03	Last date of semester withdrawal	Sep 27, 2023	With Full Adjustment
04	Last date of semester withdrawal	Oct 12, 2023	with 50% adjustment

01. Additional Tk. 50/- per day has to be paid as penalty along with late fine Tk.500/- from October 06, 2023.

02. Hence, all the students are advised to add or drop their courses and complete the registration and 40% payment before September 27, 2023 in order to avoid the late fine.

Md. Kamal Uddin

Deputy Registrar (Academic)

Copy for Action:

1. Chair, LAW
2. Director, Finance
3. Controller of Examinations
4. Director, BCPR (with a request to upload it to the SEU Facebook page)
5. Director, IT (Additional Charge, with a request to upload it to the SEU website)
6. Coordinator of LAW Dept.
7. Officer-In-Charge (Admission & Promotion)
8. Program Officer, LAW Dept (with a request to circulate it to Notice Board/s)

Copy for Information:

1. Dean, SASS
2. Director, IQAC
3. Secretary, BoT, SEUT
4. PA to Hon'ble Vice Chancellor
5. PA to Hon'ble Adviser, BoT, SEUT
6. PA to Registrar
7. Office File.