



# SOUTHEAST UNIVERSITY

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Ref: SEU/ACAD/OR/0505/2023

Date: 11.12.2023

## OFFICE ORDER

In accordance with the approval of the University Management all concerned are hereby informed that due to unavoidable circumstances all Mid-term exams scheduled on 12<sup>th</sup> December 2023 (Tuesday) will now be held on 14<sup>th</sup> December 2023 (Thursday).

Hence, all Academic Chairs and Directors are instructed to follow the schedule and inform all of your faculty members and students accordingly.

Maj Gen Kazi Fakhruddin Ahmed, SPP, psc (Retd)  
Registrar

### Copy for action:

1. All Deans and Director IQAC
2. All-Academic Chairs, Directors (BBA & MBA)
3. Director Finance
4. Controller of Examinations
5. Deputy Registrar (Admin)
6. Director IT, Additional Charge (with a request to upload it to the SEU website)
7. Asst. Officer, BCPR (with a request to upload it to the SEU Facebook page)
8. All-Academic Officers (with a request to circulate it to Notice Board/s)

### For Information:

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