



SOUTHEAST UNIVERSITY

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Ref: SEU/ACAD/NOTICE/0678/2024

Date: 25.09.2024

NOTICE

Subject: Notice for Payment of 40% Tuition Fee, Course ADD/DROP & Semester withdrawal of Law & Pharmacy Department for FALL-2024 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 & Pharmacy Department:

SL. No.	Particular/Details	Time Limit	Amount/Percentage Have to paid
01	Last Date of Payment for Registration	October 03, 2024	1 st Installment (40%) of the running semester
02	Last Date of Course ADD/DROP	October 10, 2024	---
04	Last Date of Semester Withdrawal	October 10, 2024	With Full Adjustment
05	Last Date of Semester Withdrawal	October 17, 2024	With 50% Adjustment

Hence, all the students except newly admitted undergraduate students are advised to complete the registration by paying 40% **on or before October 03, 2024**. **Newly admitted undergraduate** students of Fall 2024 Semester will pay **remaining 20%** tuition fee by **October 03, 2024**.

Md. Kamal Uddin
Deputy Registrar (Academic)

Copy for Action:

1. Academic Chairs (Pharmacy & LAW)
2. Director, Finance
3. Controller of Examinations
4. Deputy 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. Coordinators (LAW & Pharmacy)
7. Officer-in-Charge (Admission & Promotion)
8. Concerned Program Officers (with a request to circulate it to Notice Board/s)

Copy for Information:

1. Deans (SSE & SASS) & Director IQAC
2. Additional Registrar
3. Director, Operation, BoT, SEUT
4. Secretary, BoT, SEUT
5. PA to Vice Chancellor
6. PA to Pro Vice Chancellor
7. PA to Registrar
8. Office File