

Department of Law and Justice

Student Handbook

LLB (Hons.)



Bangladesh University of Business and Technology (BUBT)

Rupnagar R/A, Mirpur-2, Dhaka-1216, Bangladesh
Phone No: 02-4803-6351, 02-4803-6352, 02-4803-6353

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1. Overview of BUBT

1.1 Vision

BUBT aims to be a leading educational institution for academic excellence, innovation and research.

1.2 Mission

To provide quality education to students through innovative teaching and learning process at an affordable cost for transforming the BUBT graduates into competent human resources.

1.3 Objectives

The principal objective of Bangladesh University of Business and Technology (BUBT) is to produce highly skilled manpower capable of contributing to the national development as entrepreneurs, academics, professionals and administrators. The following objectives are within the focus of overall activities of BUBT:

- To maintain an excellent academic environment for imparting higher education to learners in different fields
- To encourage learners to inculcate ethical, cultural and social values in their thoughts, actions and practices and follow them in their personal and national life
- To build up a dynamic center of excellence in higher education & research which will generate knowledge for the creation of an ideal society
- To develop learners' understanding of the advances in knowledge and complexities of modern world and utilize these for solution of problems of the contemporary society.

1.4 Core Values of BUBT

1. Commitment: We are committed to knowledge generation that positively impacts the lives of those within and outside our university community. We are contributing to human resource development and capacity building of individuals to cater to the needs of the economy, society, and country leading to the development of the nation.

2. Academic Excellence and Integrity: Academic excellence will always serve as the hallmark of our endeavors. BUBT always promotes a culture of excellence among students and faculty members in the teaching-learning process, research, and extension services to develop the university as a center of excellence for imparting quality education through modern technologies and delivery models while pursuing national quality parameters (BAC & UGC parameters).

We are committed to conducting ourselves in an honest, ethical, and credible manner with a firm commitment to fairness and doing what is in the best interest of our students, faculty, staff, and employers at home and abroad.

3. Leadership and Good Governance: We are always responsive to the emerging changes, challenges, and needs of the university stakeholders through effective academic and administrative leadership with defined goals, responsibilities, and required autonomy. Following good governance principles being accountable, transparent, responsive, effective and efficient,

equitable and inclusive, rule of law, participating and consensus-oriented in the process of making and implementing of decisions.

4. Collaboration and Teamwork: We bridge gaps between theory and practice with a focus on skill development and industry integration through collaborative initiatives. We are committed to professionalism, civility, and cooperation across the university system to ensure success in achieving our vision, mission, and objectives. We recognize that we will be stronger and more effective when we work together as a team.

5. Social Responsibilities: We are committed to social responsibility and do our best to make positive changes to both society and the environment through our teaching, research, public engagement, and day-to-day operations, and encourage philanthropic activities amongst the student bodies, including volunteering, student-led charity fundraising, and community ventures.

2. Profile of the Program of Offering Entity (POE)

2.1 Vision

To produce skilled manpower in the field of law for developing leadership and excellence in the modern competitive world through academic potentials, innovation and research.

2.2 Missions

M1	To prepare students for qualified leadership and legal professionals in several fields by increasing critical thinking, problem solving to develop the legal system etc. and thus transform graduates into competent human resources.
M2	To enhance oral and written communication skills and conducting legal research in diversified aspects so that the graduates can contribute in the legal arena.
M3	To promote counseling skills, compromising approach for compromising suits, legal disputes and practical idea for alternative dispute resolution, organizing and managing power in legal field.
M4	To spread knowledge among the graduates from multidisciplinary fields of scholarship associated with legal education; make them professionally skilled so that they can maintain professional ethics and transform them into competent human resources.

2.3 Program Education Objectives (PEO)

PEO1	To make law graduates conceptualize so that they can critically analyze and acquire In-depth knowledge of law in theory and practice and thus can establish and ensure justice to the society and the peoples as social engineer, judges or human rights protectors.
PEO2	To relate the affiliation of the knowledge of law with other program with a view to preparing qualified human resources capable to study law on problem

	solving methods, case study methods, and present them in seminar, discussion, group discussion, mootings, mock trial and law clinic etc.
PEO3	To extend ability of analyzing legal methods and approaches.
PEO4	To produce professionally qualified skillful lawyers and judges.
PEO5	To develop the ethical sense of humanity and learning law for meeting the people's demand of access to justice.

2.3 Core Values of the Department

In pursuing its vision, mission, and objectives, the Department of Law & Justice employs the following values-

- 1. Excellence in Teaching, Learning and Legal Research:** We always promote a culture of excellence among students and faculty members in the teaching-learning process, research, and extension services to develop the department and university as a center of excellence for imparting quality education through modern technologies and delivery models while pursuing national quality parameters (BAC & UGC parameters).
- 2. Ethics and Etiquettes:** We always emphasize ethics and etiquettes among our students as our students will be advocates and judges in near future who have to maintain ethics and etiquettes to the courts and to deal with advocates, clients and people in general. Accordingly, faculty members are practicing them and students are trained to follow and maintain them which will be helpful to make them into good human beings and perform social responsibilities.
- 3. Team Work:** We highly value team work among our students, faculties and staff so that our graduates can serve efficiently in the individual law chamber as an associate or lead his/her team in his/her chamber or in any other legal work based offices in multidisciplinary settings, i.e., different national and international, private and companies, Organizations etc. Accordingly, we foster the culture of cooperation, collaboration and team work.
- 4. Social Responsibilities:** We always try to uphold the social responsibilities including corporate social responsibility among our faculty members and students to make positive changes to both society and the environment through our teaching, research, public engagement, and day-to-day operations, and encourage philanthropic activities amongst the student bodies, including volunteering, student-led charity fundraising, and community ventures so that our students may work as social engineer. They can apply reasoning informed by relative knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to professional manners and etiquette.
- 5. Accessibility, Inclusion, Diversity and Equity:** We are always committed to welcome all students, faculty members and administrative staff who are coming from all over the country

belonging to different communities, classes, cultures, castes, regions, colors, sex etc. We treat all equally so that our graduates can change the society positively.

3. Details of Programs and Courses Offered

3.1 Guidelines for admission in LLB (Hons.) Program:

1. Minimum CGPA of 8.00 (combined) is required by considering SSC and HSC examinations.
2. Maximum of 02(two) years of academic break may be considered for admission purposes.
3. Students must have at least a “B” grade in English at SSC and HSC levels.
4. Those who have academic discontinuity of not more than 2 years for any unavoidable ground, in that case, may apply before the vice chancellor for getting permission for admission.
5. Those who have a CGPA of 7 (combined) considering SSC and HSC examinations or have a C grade in English, have to qualify for the Admission Test to be arranged by the Department of Law and Justice.
6. The department will arrange the admission test focusing on the English language, grammar, and general knowledge.
7. UGC and BUBT guidelines will be followed for other issues relating to admission purposes.

3.2 Migration Policy: A student getting himself admitted in the 1st semester (new student) seeking change his/her programme and department must submit a written application to Chair of the Department of Law and Justice within 15 days of the commencement of the classes. Upon recommendation of the Chair of the Department to which the students intend to change, the office of the university shall make the necessary changes in the student’s record. The students who being failed to make application within the prescribed time will be disqualified for migration later.

3.3 Cancellation of Studentship: A student getting himself admitted in the 1st semester (new student) seeking cancellation his/her studentship must submit a written application to the Vice Chancellor through the Chair of the Department of Law and Justice within 15 days of the commencement of the classes. If any student fails to attend the classes for consecutive 15 days (counted from the commencement of classes) without any valid reason his/her studentship will be cancelled. It is further provided that his /her studentship will be cancelled automatically due to being absence in the classes for 21 days continuously from the commencement of the classes without informing or making any application for cancelling his/her studentship.

The above-mentioned rules may be flexible for students with physical disabilities. Department of Law and Justice will encourage any student coming from a minority group, tribal, or child of a freedom fighter, etc.

3.4 To serve the physically challenged, disabled and autistic people:

The University welcomes applications from disabled applicants and the University aims to make all of the services it provides as accessible as possible. This includes disability, physical challenge, autism or any other incapacity of similar kind. The University is therefore committed to a program of action to make the policy fully effective for every sect of population. For the admission of students with any of the aforesaid disabilities, an admission test will be arranged in the mildest form by the department considering their incapacity in mind.

3.5 For the foreign Student Admission:

At BUBT, you have the opportunity to immerse yourself in a rich cultural community. We embrace diversity, and gladly welcome students from all over the globe. In an effort to make the transition to BUBT as smooth as possible for our international candidates, we provide support throughout the entire process. Keeping the motto into deliberation an equivalence committee will assess and recommend a satisfactory grade for the foreign applicants who seek admission to the department of Law and Justice at LLB program with a US high School or Indian/ Nepalese/African education systems and at LLM program with Bachelor of Laws degree from any university recognized by their national government outside Bangladesh.

For more detailed information, please contact:

Professor Dr. Syed Sarfaraj Hamid Dean. Faculty of Law, BUBT	Office of the Dean Room No. 507 [B-1] Cell: 01712144267 (Ext.205) E-mail: sarfaraj@bubt.edu.bd
Md. Md. Ashif-Ul-Haque (Assistant professor) Chairman Dept. of Law and Justice, BUBT	Office of the Chairman Room No. 505 [B-1] Cell: 01756019132 E-mail: ashif@bubt.edu.bd
Md. Mahmud Hossain Deputy Registrar (Admission) BUBT, Bangladesh	Office of the Admission Room No. 200 [B-1] Cell: 0181-0033733 E-mail: m.hossain@bubt.edu.bd

3.6 Role of BUBT in relating to Student Affairs:

Globalization in the present world has created abundant opportunities and at the same time huge competition. And to last in the competition and to grab the opportunity, classroom-based education is not enough. Therefore, it is necessary to open more learning processes to develop students' mental faculties, intellectual abilities, and inner qualities. This learning process can bring benefit when a student side by side with his academic curriculum and participates in co-curricular activities i.e. debate, seminar, symposium, workshop, cultural program, community services program, and games and sports of his own choice and liking. With this aim in view, the co-curricular activities of our university have been evaluated and Bangladesh University of Business & Technology plays a central role in the development and growth of students in co-

curricular activities. These student activities are promoted through a number of student clubs. The clubs are having student committees administered by the Moderator (Faculty Member). The clubs are engaged in continuous innovation and intellectual creativity.

3.7 Role of International Students Affairs:

BUBT offers a variety of transition programs and services to aid the international student community and other student populations who grew up outside of Bangladesh with their academic, social, and cultural adjustment. In addition, we provide advising designed to foster academic and personal success at BUBT, and we support cross-cultural understanding and exchange through advising appointments as well as vibrant programs that promote reflection, dialogue, and inspired action. We proudly serve as a liaison and advocate for our international students. By collaboratively supporting the mission of Hofstra BUBT and the Division of Student Affairs, International Student Affairs acts as a primary resource, provides immigration guidance, and supports, advises, and advocates for international students and scholars to successfully reach their academic, cultural, and social goals at BUBT. For more details, please contact

Director/Deputy Director Career Guidance, Counseling and International Affairs	Email: directorcgc@bubt.edu.bd
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3.8 Role of BUBT for the Admission Seekers:

Bangladesh University of Business & Technology (BUBT) plays an important role in education, research and technology. By objective of providing legal education, BUBT considered as trainer because of facilitating legal training for students through clinical legal education, encourages legal research, field work etc. The University discourages quantity education rather committed for quality legal education. Besides academic performance the University avails mooted competition, parliament visit, court visit, sports competition, debate competition, cultural program, study tour, job fair, medical facilities, enriched library, female student's hostel facility etc. Therefore, realistic and quality education that BUBT provides is time befitting to create skilled manpower for the competitive world.

3.9 Role of BUBT in Corporate Social Responsibility (CSR):

Besides providing the quality education, Bangladesh University of Business & Technology (BUBT) engages itself in different social activities. It distributes warm cloths among the persons shivering with cold, provides free legal services to the indigenous people etc. We ensure waiver on tuition fees for the children of freedom fighters, disable persons, ethnic persons etc. University conducts awareness program on narcotics issues, health issues, environmental issues etc.

Web link: <https://www.bubt.edu.bd>.

3.10 Courses Offer for LLB (Hons)

SL. No	Year	Semester	Course & Code	Course title	Credit Hour	Marks
1	1 st Year	1 st	LAW 04211101	Jurisprudence	4.0	100
2		1 st	GED 02221102	Development of Legal System in Bangladesh	4.0	100
3		1 st	BNG 02321103	Bangla Language and Literature	3.0	100
4		1 st	ENG 02311104	English Language and Advanced Grammar	3.0	100
5		1 st	GED 03121105	Government and Politics	3.0	100
6		2 nd	LAW 04211201	Law of Contract	4.0	100
7		2 nd	LAW 04211202	Muslim Law	4.0	100
8		2 nd	LAW 04211203	Hindu and Christian Personal Laws	4.0	100
9		2 nd	LAW 04211204	Law of Torts and Consumer Protection	4.0	100
10		2 nd	LAW 04211205	Principles of Equity and Trust	4.0	100
11		2 nd	LAW 04211206	Viva Voce –I	1.0	25
12	2 nd Year	1 st	LAW 04212101	Constitutional Law of Bangladesh	4.0	100
13		1 st	LAW 04212102	Constitutional Law of UK and USA	4.0	100
14		1 st	GED 03192103	Criminology	4.0	100
15		1 st	LAW 04212104	Islamic Law of Inheritance	4.0	100
16		1 st	GED 02222105	History of Emergence of Bangladesh	3.0	100
17		2 nd	LAW 04212201	Labor Laws	4.0	100
18		2 nd	LAW 04212202	Law of Transfer of Property and Registration	4.0	100
19		2 nd	GED 04112203	Principles of Taxation	4.0	100
20		2 nd	LAW 04212204	Business Law	4.0	100
21		2 nd	LAW 04212205	Land Laws of Bangladesh	4.0	100
22		2 nd	LAW 04212206	Viva Voce –II	1.0	25
23	3 rd Year	1 st	LAW 04213101	Law of Specific Relief, Limitation and PDR	4.0	100
24		1 st	ICTs 06113102	Introduction to Digital Technologies and Services	3.0	100
25		1 st	LAW 04213103	Interpretation of Statutes and General Clauses Act	4.0	100
26		1 st	LAW 04213104	Law of Crimes-I	3.0	100
27		1 st	ICTs 06193105	Media, Information and Communication Technology	3.0	100
28		2 nd	GED 99993201	Introduction to ADR and Aid	4.0	100
29		2 nd	LAW 04213202	Law of Crimes-II	3.0	100
30		2 nd	LAW 04213203	Law of Criminal Procedure-I	3.0	100
31		2 nd	LAW 04213204	Law of Civil Procedure-I	3.0	100
32		2 nd	LAW 04213205	Company and Banking Law	4.0	100
33		2 nd	LAW 04213206	Viva Voce- III	1.0	25
34	4 th Year	1 st	LAW 04214101	Administrative Law	4.0	100
35		1 st	LAW 04214102	Law of Criminal Procedure-II	3.0	100
36		1 st	LAW 04214103	Law of Civil Procedure-II	3.0	100
37		1 st	LAW 04214104	Law of Evidence	4.0	100

38		1 st	GED 09194105	Medical Jurisprudence	3.0	100
39		2 nd	LAW 04214201	Public International Law	4.0	100
40		2 nd	LAW 04214202	Practical Aspects of Civil and Criminal Justice (Group A: Civil Courts Act and CRO Group B: Criminal Rules and Orders Group C: Conveyancing and Drafting)	4.0	100
41		2 nd	LAW 04214203	Professional Ethics and Trial Advocacy	4.0	100
42		2 nd	LAW 04214204	Legal Research and Writing	4.0	100
43		2 nd	LAW 04214205	Viva Voce – IV	1.0	25
				Total Credits & Marks	147	4000

4. Graduate Profile:

The programs of the Department of Law and Justice are designed so that our graduates display the much needed and holistic attributes including:

- i. **Fundamental and Legal Knowledge:** Our graduates must have fundamentals and legal knowledge which will be helpful to solve the legal problems.
- ii. **Problem Analysis Skill:** They can identify, formulate, research the literature and analyze legal problems and reach substantiated conclusions using provisions of law.
- iii. **Investigation Skill:** They can conduct investigations of various legal problems, considering provisions of law, analysis and interpretation of case laws to provide lawful conclusions.
- iv. **Legal Professionals and Society:** They can apply reasoning informed by relative knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to professional manners and etiquette.
- v. **Ethics:** They will be ethically sound and can apply ethical principles and maintain professional ethics, responsibilities and the norms of the lawyer's professional manners and etiquette.
- vi. **Ability of Individual Work and Team Work:** They can function effectively in the individual law chamber as a member or leader of a law chamber or legal work base office/teams as well as in multidisciplinary settings.
- vii. **Communication:** They can communicate effectively about legal issues with the general people and with society at large. Be able to comprehend and write effective opinion, prepare legal documentation, make effective presentations before the court and clients and give and receive clear instructions.
- viii. **Life-long Learning:** They can recognize and need for and have the preparation and ability to engage in independent, life-long learning in the broadest context of legal changes.

5.0 Academic Calendar

The Registrar's office will announce the academic calendar of an academic year before the start of the session on the approval of the Academic Council. The academic calendar provides the

deadlines for advising, pre-registration, registration, adding / dropping of courses, examination and result publication dates, holidays, and other academic information. The Academic calendar is circulated at Department, Notice Board and Web sites:

Academic Calendar available at the Link:

https://www.bubt.edu.bd/Home/page_details/Academic_Calender

6. Disciplinary Rules

The disciplinary rules of BUBT is discussed under two sub- headings. They are: a) Grievance redress policy of BUBT and b) Students Code of Conduct. These policies and rules are strictly maintained and monitored by the authority to ensure quality education.

6.1 Grievance Redress Policy of BUBT

6.1.1 Introduction:

The motto “Committed to Academic Excellence” of Bangladesh University of Business and Technology (BUBT) stands for achieving high quality education, advanced training to acquire required skills and relevant research to promote our society with the cutting-age-technology. In reflection, BUBT always strives to help students by providing and maintaining conducive academic environment to trigger advanced level of teaching-learning and societal advancement in culture. In the way of journey, a student or an employee may have been exposed by grievance arising from some academic, administrative and non-academic activities of this university. The grievance is the feeling of personal dissatisfaction, objection or sorrow against others or sometimes by falling in a conflicting situation as well. In this context, the management of BUBT introduced an effective mechanism to deal immediately with such grievances whether it is appealed in written or verbally and formally or informally. The University takes the grievance issues so seriously considering it as a symptom of an underlying problem that it cannot bring any damage to the aggrieved person and the relationship between the aggrieved person and the university management. In some cases, grievance spreads over time and can turn in critically; so, faculties and supervisors/superiors follow the cardinal principles of grievance handling as to resolve the appealed case effectively and preferably (i) at the lowest possible management level (ii) with minimal damage and maximum satisfaction of the aggrieved person (iii) in the designated time frame.

6.1.2 Grievance Handling Guidelines:

Grievance may arise for different reasons in diverse situations and it includes such things as harassment, discrimination, discipline, demotion, positional disputes, denial of benefits, etc. Though BUBT follows its Rules in case of taking administrative and disciplinary actions, the university is also directed by “BUBT Service Rules, 2018”, “BUBT Students Examination Policy and Disciplinary Rules, 2020”, “The Guideline on Prevention and Protection from Sexual Harassment Offence against Women and Girls by the Honorable High Court at

Education Institutions and Work Places (2008)”, “The Digital Security Act (2018)” and “Narcotics Control Act (2018)”. But BUBT is mainly guided by another jurisdiction, which

includes the “Private Universities Act 2010” as prerogative. The combination of viewing approach with the blend of human relation approach, open-door and step-ladder approach is used as the guidelines (Theoretical Framework of Grievances Handling Practices and Procedure, 2020) for redressing the grievances at BUBT. Fair management and treatment practices by the BUBT management are kept at the highest level of priority in order to redress the causes of grievances. In open-door policy, students or employees are allowed to complain anyone like Intake Advisor, Head of the Department, Dean of the Faculty, Section Head, Proctor and Registrar so that complains can be directed to the lowest possible management level and settled within the shortest possible time without escalating the case up to the higher level of university management and to avoid extended depression of the aggrieved person. However, there are Complain Box at different departments where the aggrieved can submit their complain.

6.1.3 Settling the Case of Grievance:

After receiving the complaint of the aggrieved student or employee, management should strive to provide a practical solution within the shortest possible time to stop the cause of disruption of the unfair activities. The quicker action of resolving the complains brings benefits that can include: (i) favorable resolution, (ii) avoidance of extended frustration, (iii) faculty’s or superior’s satisfaction, (iv) institution’s credibility, (v) possible avoidance of prolonged dispute, and (vi) keeping control over local image.

6.1.4 Principles of Handling of Grievance:

As the prime target of BUBT is to impart high quality education and the quality of education depends on the favorable environment of an educational institution that is maintained by ensuring the legitimate right of its students and employees. Grievance redress policy is one kind of legitimate procedure of acting against unfair activities.

For making the handling procedure of redressing grievance very effective, both the faculties and the superiors have to abide by the following principles:

6.1.5 Principles of Interviewing:

Aggrieved individual is invited to clarify about the cause of grievance and in-charge/section head will explain about how the possible measures is to be taken to redress his/her grievance. The procedure is to (i) discuss in private with the student or employee by full hearing, (ii) gather information about the cause of grievance by visiting the place of occurrence, (iii) then the appeal is forwarded to the responsible superiors including the case history and collected information to take legal action.

6.1.6 Principles of Management Attitude towards Student or Employee:

Authorized faculties/ superiors should (i) show a favorable attitude towards the complainer and the person facing charge(s) against, (ii) have in mind that both the complainer and the person facing charges against have equal right, and (iii) provide necessary mental support and suggestion to the aggrieved person to retrieve from deep depression.

6.1.7 Principles of Management Responsibilities:

Management should have to show a professional attitude to have justice for both the complainer and the person facing charges against, involve in-depth of the incident taken place and inform if necessary about legal aids, offer mental support and recommendations traced out from the investigation to resolve the case quickly.

6.1.8 Principles of Permanent Resolution:

Authorized faculties/superiors should solve the problem with long term basis. The solution should offer the best solution and justice for the both parties and incur the least possible cost involvement for them. Institution can also advice, if necessary, to have psychological counseling for depressed person.

6.1.9. Steps of Handling of Grievance:

BUBT follows the following such steps of handling an appeal against the cause of grievances that the process will not be jeopardized the incident under consideration and may have low cost solutions for both of the parties:

Step 1 - Informal Approach: Intake-in-Charge or Section Head (Department/Section-Level) Committee, after receiving complaint of grievance, shall make an initial attempt to resolve it informally within two weeks. The committee shall arrange an effective discussion with the aggrieved student or employee. If it is understood that the grievance is relatively minor, the case is to be resolved informally before the grievance is farther gravitated. Otherwise, the case is to be forwarded to the subsequent higher authority like Faculty-Level Committee within a week from the date of the receipt of the reply from the Intake-in-Charge or Section Head (Department/Section-Level) Committee.

Step 2 - A formal investigation: At this stage, Faculty-Level Committee tries to resolve the problem by holding a grievance hearing with the aggrieved student or employee within two weeks from the date of receiving the complaint. Then the committee has to investigate the fact and track out the original causes of grievance depending on its nature. The committee also finds out who was involved and in what extend the incident of grievance persisted, what role they played and the other related matters to open up the whole scenario. If the student is not satisfied with the redressal offered by the Faculty-Level Committee and feel that his/her grievance is not redressed, the case is to be forwarded to the highest University-Level Committee.

Step 3 - Grievance investigation: Head of the University-Level Committee, the Honorable Vice Chancellor, as formal process, then forwards the case to Anti-Drug Committee, Sexual Harassment Prevention Committee, or Anti-militancy & Anti-terrorism Cell for investigation according to the types of grievances, or refers the case to the BUBT Discipline Committee for subsequent discussion. After receiving the case either by the Anti-Drug Committee, Sexual Harassment Prevention Committee, or Anti-militancy & Anti-terrorism Cell, they carry out the investigation and submit the reports to the honorable Vice Chancellor. After receiving the report, Honorable Vice Chancellor then either provides verdict to redress the grievance, or forwards to the Discipline Committee for discussion considering the gravity of the grievance. In case of receiving the incident of grievance by the BUBT Discipline Committee, it is discussed in the meeting of Discipline Committee to pass an order for investigation by forming an independent

inquiry committee. The Inquiry Committee would then submit the report to the BUBT authority, which is then discussed in the subsequent meeting of Discipline Committee. All investigation committees find out the fact, not the fictitious event, and collect necessary information to provide fact-based redressal of the grievance.

Step 4 - Grievance outcome: Once the investigation is concluded based on all of the facts established and the conclusions are considered for a decision. The BUBT authority has a right to uphold all or part of the grievance or reject it. The decision is to be communicated to the aggrieved individual. If the grievance is redressed and the complainant is satisfied, then it may be considered to be resolved at this stage. But, if it's any part is upheld or rejected and student or employee remains aggrieved, the process may be shifted to an appeal or arbitration stage.

Step 5 - Grievance appeal: The grievance outcome is to be notified the individual to avail their right to appeal. The appeal hearing chair would then establish why the student or employee is appealing the decision and what resolution the student or employee is seeking. The case should then be reviewed, the grounds for appeal is investigated and fairly considered till an excepted solution is reached. The appeal is usually the final stage of the grievance process. However, if the students or employee is not satisfied even after the resolution of the appeal, she/he may go for the arbitration. A flowchart of grievance handling procedure of BUBT is shown in Figure 1.

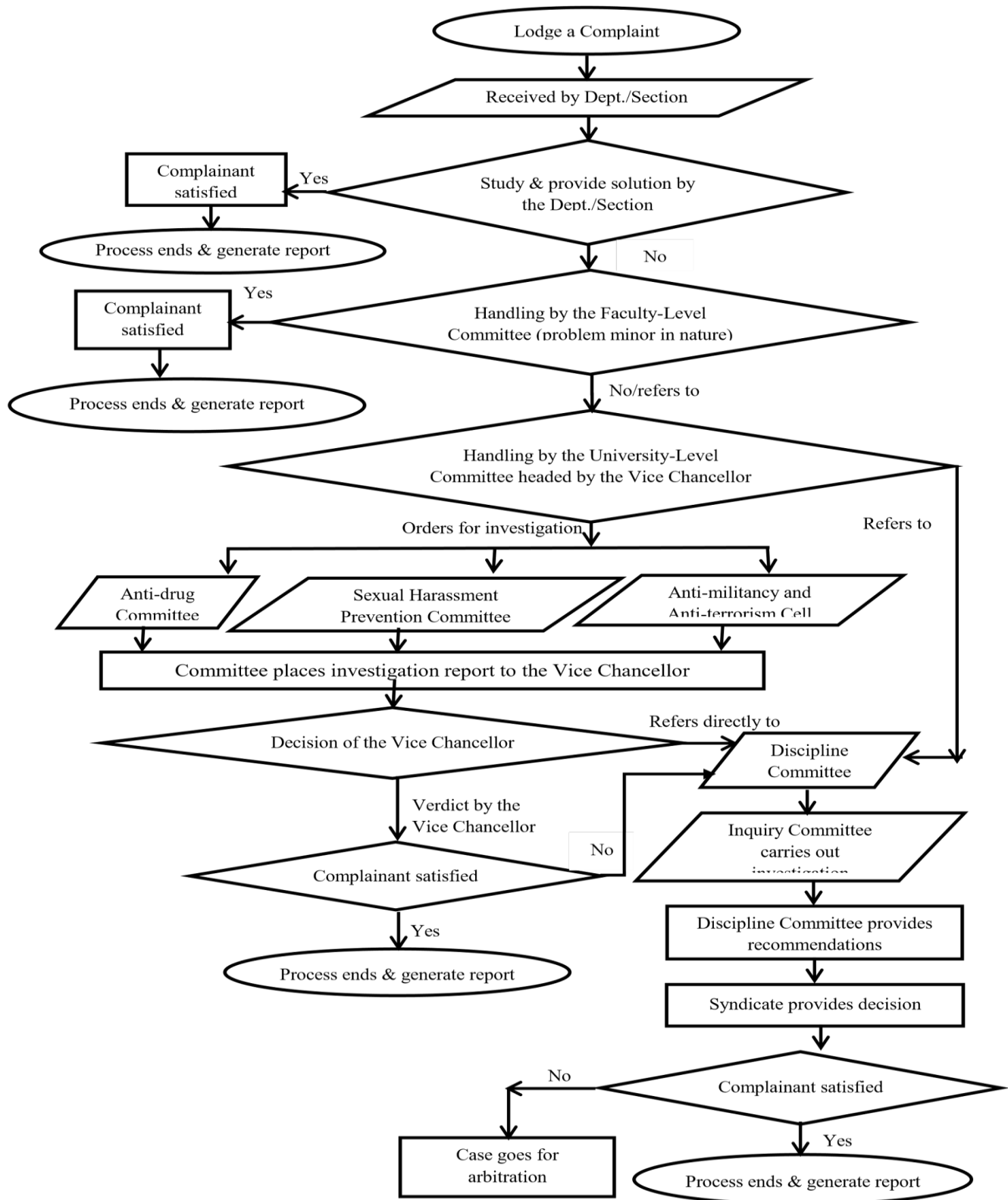


Figure 1: A flowchart of grievance handling procedure of BUBT

6.1.10 Disciplinary or Administrative Actions:

The disciplinary or administrative actions recommended by the Discipline Committee based on the reports of the Inquiry Committee are complied with the BUBT Service Rules, 2018, and other laws and policies like “The Guideline on Prevention and Protection from Sexual Harassment Offence Against Women and Girls by the Honorable High Court at Education Institutions and Work Places (2008)”, “The Digital Security Act, 2018”, “Narcotics Control Act, 2018”, etc.

In addition to follow the Acts and Rules of the private universities and other policies/rules of the University Grants Commission of Bangladesh, BUBT always tries to solve the problem inviting parents or local guardians of the students, so that the cases are settled amicably and under control of both the university and the family of the student.

6.1.11 Grievance Redressal Committees:

The following Department/Section-Level Committee deals with the grievance related to academic, administrative or other matters of students or employees:

- Chairperson/Head of the concerned Department/Section – Convener
- Up to 2 (two) Academic staff/Section Officers to be nominated by the Chairperson/Head of the Department/Section – Members
- Assistant Proctor, nominated by the Proctor –Member Secretary.

The following Faculty-Level Committee deals with the grievance related to other matters:

- Dean/Director of the concerned Faculty/Section – Convener
- Chairperson/Head of the concerned Department/Section – Member
- Up to 2 (two) Academic staff/Section Officers nominated by the Dean/Director, Advisor of Student Affair – Members
- Proctor – Member Secretary.

The following University Level Committee deals with the grievance related to higher order:

- Vice-Chancellor or a member selected by the Syndicate – Convener
- Pro-Vice-Chancellor - Member
- Dean of the concerned Faculty – Member
- Chairman/Director of the concerned department – Member
- A senior faculty/Officer of the concern department – Member
- Chairman/Director or a senior faculty member/Officer nominated by the Chairman/ Director of another department if the department is anyhow indicted in/related to the compliant
- Proctor – Member
- Registrar – Member Secretary.

6.1.12 Responsibilities of the Committee:

- To entertain written and signed complaints and petitions of students or employees in respect of matters directly affecting them individually or as a group;
- To enquire into the grievances, and make recommendations and report to the concerned authorities, Academic Council and/or the Board of Management for redressal or suitable action; and
- To recommend appropriate action against complainant, if allegations made in the documents are found to be baseless.

A lawyer may be invited by the Vice Chancellor (VC) or victimized student or employee (with the permission of VC) to defend himself/herself (the victim) in case of necessity. VC has the authority to reform the committee consulting with Pro-Vice Chancellor and Dean of the concern Faculty.

6.1.13 Offence and Disciplinary Committees

The followings are committees that exist in BUBT to redress the offences and other disciplinary matters:

01. Militancy and Terrorism Prevention Cell of BUBT

SL No.	Name & Designation	Position
01	Prof. Mian Lutfar Rahman Convenor, Students Affairs Advisory Committee of BUBT Trust	Convener
02	Prof. Syed Anwarul Huq Dean, Faculty of Arts and Humanities	Member
03	Prof. Dr. Syed Masud Husain Dean, Faculty of Business and Social Sciences	Member
04	Prof. Dr. Syed Sarfaraj Hamid Dean, Faculty of Law	Member
05	Prof. Abul Lais M. S. Haque Ph.D. Dean, Faculty of Engineering and Applied Sciences	Member
06	Dr. Md. Harun-or-Rashid Registrar	Member
07	Md. Abdullah-Al-Azad Assistant Professor of English and Assistant Proctor, BUBT	Member
08	Wing. Comd. (Rtd.) Md. Momenul Islam Proctor	Member-Secretary

02. BUBT Anti-Drug Committee

SL No.	Name	Position
01	Prof. Dr. Syed Masud Hussain Dean, Faculty of Business and Social Sciences	Convener
02	Dr. Md. Harun-or-Rashid	Member

	Registrar, BUBT	
03	Mr. Md. Abdullah-Al-Azad Assistant Professor of English and Assistant Proctor	Member
04	Ms. Sabiha Firdaus Assistant Professor of CSE	Member
05	Mr. Md. Sayeem Bin Hafiz Assistant Professor of Finance	Member
06	Md. Delowar Hossain, Senior Medical Officer, BUBT	Member
07	Wing Com. (Retd) Md. Momenul Islam, Proctor, BUBT	Member

03. BUBT Anti Ragging Committee

SL No.	Name	Position
01	Prof. Dr. Md. Ali Noor Pro-Vice Chancellor, BUBT	Advisor
02	Prof. Dr. Syed Masud Husain Dean, Faculty of Business	Member
03	Prof. Dr. Syed Sarfaraj Hamid Dean, Faculty of Law	Member
04	Ms. Mahmuda Jahan Papia Assistant Proctor and Assistant Professor Economics	Member
05	Wing Com. (Retd) Md. Momenul Islam Proctor	Member-Secretary

04. যৌন নিপীড়ন প্রতিরোধকল্পে অভিযোগ কমিটি

ক্রমিক নং	নাম ও পদবী	ফোন নম্বর ও ইমেইল	পদ
01	জনাব তাহমিনা আজম সদস্য, বিইউবিটি ট্রাস্ট	০১৭৫৯১৯৮৭২১ tahmina.azam1986@gmail.com	আহ্বায়ক
02	প্রফেসর ড. সৈয়দ সরফরাজ হামিদ ডীন, আইন অনুষদ, বিইউবিটি	০১৭১২১৪৪২৬৭ sarfaraj_shovon@yahoo.com	সদস্য
03	ড. শারমিনা আফরিন প্রফেসর ও চেয়ারম্যান, ব্যবস্থাপনা বিভাগ, বিইউবিটি	০১৭১২৯১৭০১৫ safrin1970@gmail.com	সদস্য
04	মিসেস ফারহানা ইসলাম সহকারী অধ্যাপক, ব্যবস্থাপনা বিভাগ, বিইউবিটি	০১৭২৬৯৯০০৫৫ farhan.islam@bubt.edu.bd	সদস্য
05	মিসেস সেলিনা আহমেদ এনা জ্যেষ্ঠ লিঙ্গ সমতা বিশেষজ্ঞ, কোওয়াটার	০১৭১৩০৫২৫০৭ selina.ena@gmail.com	সদস্য

	ইন্টারন্যাশনাল		
06	মিসেস মাহমুদা সুলতানা মিরাসেফ্রেটারী, সকাল লিটারেচার এন্ড কালচারাল কাউন্সিল সোসাল ওয়ার্কার ফর দি এমপাওয়ারমেন্ট অব উইমেন	০১৭১৪২১১২২৪ mirakarim321@gmail.com	সদস্য
07	মিসেস মাহমুদা জাহান পাপিয়া সহকারী অধ্যাপক, অর্থনীতি বিভাগ, বিইউবিটি	০১৮১৬০৭৯৫৩৫ mahmudapapia24@gmail.com	সদস্য- সচিব

05. BUBT Trust Health and Medical Advisory Committee

SL No.	Name	Position
01	Dr. Kazi Noor-ul- Ferdous, Member, BUBT Trust	Advisor
02	Lieutenant General (Rtd.) A KM. Zafrullah Siddiq MBBS, FCPS, Member, BUBT Trust	Member
03	Wing Com. (Retd) Md. Momenul Islam, Proctor, BUBT	Member
04	Md. Delowar Hossain, Senior Medical Officer, BUBT	Member-Secretary

06. BUBT Trust Safety and Security Advisory Committee

SL No.	Name	Position
01	Lieutenant General (Rtd.) A KM. Zafrullah Siddiq, MBBS, FCPS, Member, BUBT Trust	Advisor
02	Dr. Kazi Noor-ul Ferdous, Member, BUBT Trust	Member
03	Wing Com. (Retd.) Md. Momenul Islam, Proctor, BUBT	Member
04	Md. Ashif-Ul-Haque, Assistant Professor, Dept. of Law & Justice	Member-Secretary

6.1.14 Conclusion:

For the purpose of providing quality education to the students and pleasant academic, employment and cultural environment, BUBT follows the rules of business and different policies. To be aware of the rules and policies, students and employees undergo orientation programs so regularly that bring benefits, create opportunity to avoid administrative difficulties and disciplinary actions. Faculty members and superior officers have been able to effectively deal with the grievance problems in the shortest possible time at the lowest management level. If the grievant is not satisfied with the solution or the problem is severe in nature, then the issue is forwarded to the subsequent higher authority for investigation and decision. Usually, Honorable Vice Chancellor forwards the cases of grievances directly to the Discipline Committee or other committees for investigation. BUBT Discipline Committee makes an order for investigation through an independent Inquiry Committee about the matter of fact. The Inquiry Committee

ascertains the facts and prepares findings and recommendations. Upon receiving the facts, Discipline Committee then recommends for administrative or disciplinary action under the rules and regulations of BUBT.

6.2 Students Code of Conduct

6.2.1 Introduction

The motto of Bangladesh University of Business and Technology (BUBT) “Committed to Academic Excellence” can be achieved by providing the education of outstanding quality education, training and research, and by adhering to standard rules and regulations of the BUBT and the rules of discipline of the social life. To be successful as entrepreneurs, academics, professionals and administrators, BUBT always ensures that all students can go about their studies and lives within the University environment without being subjected to inappropriate behavior by other students, and the development and maintenance of congenial environment free from harassments and fear in academics, co-curricular and extra-curricular activities. No one has the right to infringe upon the rights of fellow members of the BUBT and tarnish the image of the BUBT.

Students’ Code of Conduct of Bangladesh University of Business and Technology, hereinafter called the “BUBT Students’ Code of Conduct”, is an essential document aiming at maintaining discipline and peaceful co-existence of the students. It includes a set of rules and regulations, behavioral pattern, manner and etiquette, dress code, etc. that have to be adhered to by each student. Failing to abide by these rules may jeopardize the peaceful environment and cause failure to achieve the very goal of the BUBT.

Upon registration in the BUBT, students are automatically placed under the guidelines, rules and regulations established by the BUBT. Each student is responsible to know, observe, abide by, and adhere to the BUBT Students’ Code of Conduct (shortly the Code), policies, rules and regulations. BUBT reserves the right to amend, supplement, or modify this Code at any time.

The purposes of the BUBT Students’ Code of Conduct are to:

- Establish standards of personal conduct for all students;
- Ensure that all members of the University can make use and enjoy the activities, facilities and benefits of the University without undue interference from others;
- Hold individuals and groups responsible for the consequences of their actions, and failure to fulfill these responsibilities may result in the withdrawal of privileges or the imposition of sanctions.

6.2.2 Scope

The types of prohibited conduct set forth in this Students’ Code of Conduct are not intended to be all-inclusive or to limit the types of inappropriate conduct that may subject a student to sanctions or disciplinary action. Other rules and regulations of the BUBT like “BUBT Students

Examination Policy and Disciplinary Rules”, etc. provide the guidelines regarding the responsibilities of the students in examination and disciplinary rules of the examination.

This Code does not govern instances of sexual misconduct or harassment committed by a student. Those misconducts are dealt by the BUBT Sexual Harassment Prevention Committee following “The guideline on prevention and protection from sexual harassment offence against women and girls by the Honorable High Court at educational institutions and work places”.

The BUBT Students’ Code of Conduct will cover the following:

a. General Code of Conduct

- i. General Rules and Instructions.
- ii. Offences leading to punishment/penalty.
- iii. Punishments/Penalties.
- iv. Procedure to be followed in Disciplinary Actions.

b. Dress Code Policy of BUBT

- i. Dress Code for Students.
- ii. Unacceptable dress and attire for students.

c. Specimen of Undertaking to be Filled in by the Students.

Specimen Form to be filled in During Grievance of a Student.

a. General Code of Conduct

● General Rules and Instructions

All students of BUBT are expected to respect and value the rights of others, and conduct themselves as responsible citizens. Students are expected to become their best and to work consciously towards bringing for the best in others. All behavior must reflect this reality in the social, civic, educational and living environments in which they find themselves. They are expected to adhere to policies and requirements of BUBT to abide by all the rules and regulations, including this Students’ Code of Conduct. The University is free to take preventive or punitive actions against the students for any act of indiscipline.

● Offences Leading to Penalty/Punishment

A student is liable to be punished for commission, provocation or abetment of any or all of the following offences:

- i. Assaulting individual, including conduct which leads to the physical or emotional injury of students, faculty members, staff, or other members of the University, or which

- threatens the physical or emotional well-being of students, faculty members, staff or other members of the University;
- ii. Using, possessing, distributing, or selling of alcohol, drugs, or other substances of abuse including tobacco for any reasons in the University premises;
 - iii. Smoking of any kind in and around the Campus;
 - iv. Bullying or any act in the forms of repeated unwanted physical, verbal, or written acts, which are hostile or offensive that target at an individual or group and create an intimidating and/or threatening environment or a risk of psychological and/or physical harm. The hostile behaviors include, but are not limited to, inappropriate behaviors that are harmful or damaging to an individual and/or property, and the offensive behaviors may include, but are not limited to, inappropriate behaviors such as abusive language, derogatory remarks, or insults;
 - v. Conducts which endangers the health or safety of any person or the University, through (a) Misusing the fire safety equipment, elevators, etc., (b) Falsely alerting others about an emergency, (c) Intentionally or recklessly obstructing fire, police, or emergency services, (d) Obstructing the free flow of pedestrian or vehicular traffic, etc.;
 - vi. Speaking, addressing, behaving or treating members of the opposite gender in a manner that could be considered as gender or sexual harassment;
 - vii. Discriminating on ground of gender, color, race or religion;
 - viii. Dressing inappropriately, or in a manner that may be considered as offensive or indecent in the context of the cultural, social and religious values of the country. (See: Dress Code Policy of BUBT);
 - ix. Using of all types of social media networks for the purpose of threatening, bullying, humiliating, etc. the students, faculty members, staff, or other members of the University;
 - x. All sorts of terrorism, militancy, extremism, etc. in and around the Campus;
 - xi. Bringing false allegation against a member of the students, faculty members, staff, or other members of the University;
 - xii. Withholding information about any offence committed by another student, faculty member, staff, or other member in the University, when asked to produce such;
 - xiii. Violation of the following Examination Hall Discipline, as per the policy of the “BUBT Students’ Examination Policy and Disciplinary Rules”:
 - a) Possession of incriminating documents, but not copied from the same,
 - b) Copied from the incriminating documents including table/desk, etc.,
 - c) Copying from the scripts of adjacent examinees if the report is submitted with evidence,
 - d) Copying from Mobile Phone/ possession of Mobile Phone if the report is submitted with evidence,
 - e) Copying from the incriminating document and making resistance with the Invigilators in handing over the incriminating documents,
 - f) Misbehaving and threatening the Invigilator or any authority of the University inside or outside the Examination Hall.
 - xiv. Offences committed by bringing outsiders in the campus to create any type of disturbance;
 - xv. Possessing any weapon or instrument, capable of resulting bodily or other injury to the others in the University;

- xvi. Forming Clubs or Societies or students' organizations other than the recognized and authorized ones by the University;
- xvii. Arranging parties or playing musical instruments or using loudspeaker, etc. in the University premises without prior permission from the University authority;
- xviii. Any mass assemblies or demonstrations that disrupt the classroom experience, work environment, or movement of others;
- xix. Any form of political activities in and around the Campus;
- xx. Declaring a strike in the University by the students or preventing or obstructing another student of the University from attending classes, examinations, laboratories and library, etc.;
- xxi. Arranging/attending unauthorized meeting, gathering or demonstration/procession of the students at the University premises other than one organized by the departments, students' associations as authorized by the University;
- xxii. Pasting posters or writing on the walls of the class rooms or the University Campus. In case of circulation for any academic and co-curricular need, students can display their messages in the form of banner or poster at appropriate board/place with prior permission of the BUBT authority. The University authority reserves the right to edit and/or cancel any and/or full part of the message;
- xxiii. Damaging, removing or making unauthorized use of university property, or the personal property of students, faculty members, staff, or others in the University;
- xxiv. Preventing, hindering or disrupting students, faculty members, staff, visitors, or others working in the University in discharging their duties or academic pursuits;
- xxv. Falsifying or submitting false/fake documents, transcripts or other academic credentials;
- xxvi. Celebration of birthday party, etc. and creating nuisance through hullabaloo, etc.;
- xxvii. Complaints, if proved, received from apartment owners against the students; and
- xxviii. Failing to comply with any penalty imposed for misconduct.

● **Punishments/Penalties**

The punishments/penalties which may be imposed, singly or in combination, for any of the above offences may include, but are not limited to, the following:

- i. Punishment up to expulsion from the University;
- ii. Suspension from the University for One Semester or more;
- iii. Restitution, in case of damage to, or removal or unauthorized use of property of an individual or the University;
- iv. Cancellation for one course or more for one semester;
- v. Reprimand or severe reprimand;
- vi. Forfeiture of the scholarship and stipends, tuition fees waiver, etc.;
- vii. Letter of warning: simple or severe;
- viii. Relocation from the Section.

● **Procedure to be followed in Disciplinary Actions:**

BUBT follows the standard policy for providing disciplinary sanction as per the Private University Act 2010, BUBT Discipline Committee, BUBT Grievance Redress System, BUBT

Students' Examination Policy and Disciplinary Rules, etc. The procedures to be followed in disciplinary actions are:

- (i) For the offences mentioned in Para 3.2 above, a formal written complaint shall be lodged with the Office of the Proctor (regarding gender harassment, the Proctor may consider receiving oral complaint also);
- (ii) If the said offence is serious in nature, a show-cause notice from the Office of the Registrar will be served to the concerned student to explain the matter within the stipulated period mentioned in the show-cause notice;
- (iii) The student shall submit his/her explanation in writing to the Office of the Registrar within the stipulated time;
- (iv) If the student fails to reply within the stipulated time, it shall be deemed that s/he either confesses the allegation or is withholding information which itself is an offence defined in Clause (xii) of Section 3.2 above and his/her case shall be dealt with accordingly.
- (v) The Registrar shall submit the explanation of show-cause notice to the Chairman of the Discipline Committee for further recommendation about the said offence;
- (vi) After an investigation and hearing, in which the student may be asked to appear, the Inquiry Committee shall submit a report in writing to the BUBT authority;
- (vii) On receiving the report of the Inquiry Committee, the Discipline Committee shall recommend to issue show-cause notice to the offender(s) through the Office of the Registrar. On receiving the reply, the Committee shall decide upon the penalties/punishments to be imposed and forward its decision to the Vice-chancellor for his approval;
- (viii) After the approval from the BUBT Syndicate the penalties/punishment will be imposed, and the student(s) and his/her/their guardian(s) will be informed in writing;
- (ix) The student upon whom the penalty is imposed, may apply to the Vice-chancellor for a review of the decision within 07 (seven) days of the communication of the penalty/punishment;
- (x) While reviewing his decision, if there is any, the Vice-chancellor shall have the power to grant pardons, reprieve and respite and remit any penalty/punishment awarded to the student as mentioned in Paragraph 3.3 above;
- (xi) Finally, the penalty/punishment shall be placed before the BUBT Syndicate and/or BUBT Trust for ratification.

b. Dress Code Policy of BUBT

i. Dress Code for Students.

Bangladesh University of Business and Technology (BUBT) always strives to help students acquire an extent of knowledge, a breadth of mind and a depth of character that may ultimately enable them to face challenges of life. So, adherence to standard discipline of social life is considered to be a core concept of building successful entrepreneurs, academics, professionals and administrators. With this view, BUBT expects its students to display a positive image in their dress and attire at all times.

Students of different religions and cultures can wear different types of dress. But it is expected that everybody will maintain socially and culturally acceptable decent dress code. All are expected to come to the campus wearing clean, decent and elegant dress that go in conformity with its academic and cultural ethos.

ii. Wearing of ID card

Everybody must hang their ID card as part of the dress code in a manner so that it is visible while they are in the campus.

c. Students are expected to fill up the form for making a complaint to the Proctor / Registrar:

1)	Name of the Student:.....
2)	ID:, 3) Program:
4)	Department:, Intake:, 5) Section:
6)	Father's name:.....
7)	Mother's name:.....
8)	Name of the Local guardian:
9)	Address of the Local guardian:
10)	Present Address:
11)	Permanent address :
12)	Mobile:, 13) Email:
Declaration: I do hereby declare that all the information furnished in the application form are true to the best of my knowledge and belief. If any information is found to be false or any document attached herewith is found altered/forged at any time, then BUBT may take any action against me. I also declare that I shall abide by all the rules and regulations of the BUBT.	
----- Parent's /guardian's	
signature with date	Student's signature with date

Specimen Form to be Filled in During Grievance of a Student

Note:

- (i) No investigation will be initiated unless all the compulsory fields are completed. Complainant's personal information will be kept confidential.

7. Academic Rules

7.1. Academic Rules and Regulations for the Undergraduate Programs

1.0 Definitions

In this Rules and Regulations unless the context otherwise requires

- 1.1 “University” means Bangladesh University of Business & Technology abbreviated as BUBT.
- 1.2 “Rules and Regulations” means Academic Rules and Regulations of the University.
- 1.3 “Syndicate” means the Syndicate of the University.
- 1.4 “Academic Council” means the Academic Council of the University.
- 1.5 “Vice-Chancellor” means the Vice-Chancellor of the University.
- 1.6 “Dean” means the Head of a Faculty of the University.
- 1.7 “Registrar” means the Registrar of the University.
- 1.8 “Department” means concerned Academic Department of the University.
- 1.9 “Chairperson” means the chairperson of any Academic Department.
- 1.10 “Controller” means the Controller of Examinations of the University.
- 1.11 “Credit Equivalence Committee (CEC)” means the Credit Equivalence Committee of the University.
- 1.12 “Semester” means 4-month academic term in case of the trimester system & 6- months academic term in case of bi-semester system.
- 1.13 “Student” means a student admitted in any degree awarding department of the University.
- 1.14 “BUBT AMCC” means Bangladesh University of Business & Technology Academic and Management Co-ordination Committee.
- 1.15 “Moderation committee” means a committee of any academic department for the moderation of question papers.
- 1.16 “Examination committee” means a committee in each faculty for conducting Midterm and Semester final examinations.
- 1.17 “Examination code and Disciplinary rules” means related rules and code of the Bangladesh University of Business & Technology.
- 1.18 “Admission Committee” means Central Admission Committee of BUBT.

7.2. Faculty, School, Department and Program

The academic activities of the faculty of Law, BUBT are conducted under the following School, Department and Program

Faculty/ School	Department	Program/ Degrees offered
Faculty of Law	Department of Law and Justice	LLB (Hons.) (4 years program)
		LL.M (1 Year)
		LLM (2 years)

7.3. Admission Requirements

- i. Minimum **CGPA** of **8.00** (combined) is required by considering SSC and HSC examinations.
- ii. Maximum of 02(two) years of academic break may be considered for admission purposes.
- iii. Students must have at least a “B” grade in English at SSC and HSC levels.
- iv. Those who have academic discontinuity of not more than 2 years for any unavoidable ground, in that case, may apply before the vice chancellor for getting permission for admission.
- v. Those who have a **CGPA** of **7** (combined) considering SSC and HSC examinations or have a **C** grade in **English**, have to qualify for the **Admission Test** to be arranged by the Department of Law and Justice.
- vi. The department will arrange the admission test focusing on the English language, grammar, and general knowledge.
- vii. UGC and BUBT guidelines will be followed for other issues relating to admission purposes.
- viii. The above-mentioned rules may be flexible for students with physical disabilities. Department of Law and Justice will encourage any student coming from a minority group, tribal, or child of a freedom fighter, etc.

7.3.1 Candidates must have passed University of London and Cambridge GCE ‘O’ Level in at least five subjects and ‘A’ Level in at least two subjects. Only the best five subjects in ‘O’ level and best two subjects in ‘A’ level will be considered. Out of these seven subjects, a candidate must have at least 4 “B” grade or GPA of 4.00 in the four subjects and 3 “C” grades or GPA of 3.5 in the remaining three subjects, (in the scale of A=5, B=4, C=3, D=2, and E=1).

7.4 Admission Procedure:

Admission forms and prospectus are available in the admission office/ reception desk. After the verification of necessary documents, the applicants are allowed to deposit the admission fees and sign the application form. The following documents are needed at the time of admission:

- 7.4.1** Two passport size color photographs (studio lab print with white background for **ID** card purpose).
- 7.4.2** Photocopies of (one copy each):
 - 7.4.2.1** Certificates and mark sheets/transcripts of SSC/O-Level, HSC/A-Level /Diploma, Bachelor degree or other equivalent examinations.
 - 7.4.2.2** Registration card of SSC/O-Level/other equivalent examinations for undergraduate programs.
 - 7.4.2.3** Birth certificate/ National ID card of the candidate (one copy each).

7.5 Original certificates, mark sheets / transcripts, registration card and birth certificate / Transfer of students with credit transfer:

A student may transfer his credits earned at previously institution / university attended towards a BUBT degree. For this purpose, transcripts from all previously attended institutions / universities must be submitted. Transfer students are expected to have at least 2.50 CGPA for undergraduate and graduate programs on a 4-point scale in all university level courses to be considered for admission at BUBT. Only those courses where the grade of the student is B and above will be considered for credit transfer. Catalogs, official transcripts and testimonials from previously attended university / universities must be furnished with the application for admission. Equivalence of courses for each transferred student will be determined by the university. The residency requirement is that at least 60 percent of credits and internship / project of 3 to 4 credits for a degree must be earned at BUBT.

7.6 Admission of Foreign Students

BUBT encourages admission of foreign students to different programs. If a student fulfills the general admission requirements for the specific program, s/he will write an application addressed to the Registrar BUBT along with a photocopy of passport and other relevant papers and the Official Academic Transcripts issued by the previous institutions. Registrar's office of BUBT will forward the applications to the Ministries of Education and Foreign Affairs respectively of GOB for necessary approvals.

7.6.1 National ID card must be produced for verification by the officer in charge of admission.

7.7 Registration Related Academic Rules

7.7.1 Pre- registration

Pre-registration for courses to be chosen by the students in a particular semester will be done on specified dates before the end of the previous semester. All students in consultation with their course advisers are required to complete the pre-registration formalities, failing which a fine will be imposed to complete course registration. Further, a student who does not complete pre-registration of desired courses may not get the courses expected by him / her subsequently.

7.7.2 Registration and Related Information

All the new students must register their courses in the prescribed Registration Form at the time of admission. Existing students must register their courses of the new semester before the classes of the new semester start on payment of their semester tuition and other fees or their parts as determined by the university administration. Students should consult the Faculty in Charge / Chairman of the Department / Program Coordinator in planning their course schedule and should follow the rules and procedures related to registration for course.

7.7.3. Late Registration:

A student who seeks to register after the first day of classes must obtain permission from the office of the university.

7.8 Orientation:

All new students must participate in the orientation program. Students are encouraged to bring their parents or guardians to the orientation ceremony.

7.9 Student Identification Cards:

All new students will receive photo Identification Cards from the admission office. These cards are used for various purposes such as entering into the campus, attending classes, using the library and computer labs etc.

7.10 Course Offerings:

All courses at BUBT follow a logical sequence. At the very outset, students are encouraged to take foundation courses. Next comes the core courses. Here the students are exposed to various aspects of their discipline from the basics to the manageable details. Having completed the core courses, students meet the requirements for enrolling into the concentration or major courses which prepare the students for careers in the chosen area of specialization.

7.11 Course Load:

Credit Hours

Courses are 3 credit hours each, meaning that students meet in class and /or online for 2.5 to 3 hours a week and complete academic work outside class at least five hours a week over a Seventeen-week semester or the equivalent amount of work over a different amount of time. Courses that meet fewer than 2.5 hours a week for 3 credit hours must require students in those classes to complete additional work outside the class in order to achieve the expected learning of a 2.5 hours per week class.

Again, courses are 4 credit hours each, meaning that students meet in class and /or online for 3:20 hours a week and complete academic work outside class at least around 6:40 hours a week over a Seventeen-week semester or the equivalent amount of work over a different amount of time. Courses that meet fewer than 3:20 hours a week for 4 credit hours must require students in those classes to complete additional work outside the class in order to achieve the expected learning of a 3:20 hours per week class.

The curriculum committees for each academic unit are to follow Faculty Undergraduate Curriculum Committee policies for approving such courses certifying that the expected student learning for the course meets the curricular standard. Department Chairs and Deans are expected to periodically review courses to ensure that credit hour policies and procedures are applied consistently across the full range of offerings and that the credit hour policy is being met.

Research, internships, independent studies, labs, *practica*, studio work, and other academic work leading to the award of academic credit, at a minimum, should clearly state learning objectives, expected outcomes, and workload expectations that meet the standards set forth above.

Eighteen credits, (that is, 5/6 courses per semester) are the normal course load according to BUBT standard. However, a student can enroll for more or a smaller number of courses with necessary permission.

7.12 Course Sequence:

A student must pass all prerequisite courses (GED, foundation, support and core courses) in order to register for higher-level (major/concentration) courses required for the desired degree. All course sequences must be maintained including English Language requirements for the undergraduate programs. A student must fulfill English Language requirements by the fourth semester after admission.

7.13 Academic Advising

It must be ensured that all students receive sound academic advice and guidance from the academic advisers (faculty members) during their undergraduate studies. At the time of course registration in a semester, each student must receive academic calendar, information regarding the number of courses offered for the purpose of registration. The adviser also determines the credit requirements for a student in a particular semester. It is desirable that academic adviser for a student remains unchanged till the completion of his/her program. Under unavoidable circumstances, the chairpersons can assign a new adviser.

7.14 Mentorship

Mentoring could be an effective way to support students especially freshers to improve their learning curve through gaining required academic and non-academic support from their student mentors and faculty moderators during the study period at BUBT. Students admitted in BUBT need initial guidance, required information for long-term success in their academic career. The student's mentorship program shall be carried out with the help of senior students having high CGPA ≥ 3.75 .

Academic advisors are encouraged to advise on academic good practice including avoiding plagiarism, managing time, reading, note taking, referencing and revision. Students can also consult subject handbook and seek co-operation of course tutor / graduate supervisor for advice on specific matters.

Students who are working as research assistants with a faculty member will be given preferences for appointment as mentors. No remuneration will be given for rendering such services.

7.15 Department / Program Change

A student can change his / her program / department preferably in the First semester by taking the approval from both the concerned Department Chairpersons. The student will have to take clearance from the Registrar's office, Admission office, Accounts and Library before changing the program. Students will be required to pay the required Program change fee as per BUBT rules.

7.16 Adding / Dropping of courses

A Student must obtain permission from respective academic adviser, program coordinator and Chairperson of the Department and complete the formalities with the registrar's office to Add or

Drop courses.

7.17 Academic Load

A student must take a minimum of 15 credits per semester for undergraduate program (minimum 9 credits per semester will be allowed in special cases). If a student is willing to take more than 15 credits in a semester, s/he must have CGPA 3.5 or above and take written permission from the Chairperson of the department. Students under academic probation will be offered less credits considering their performances; under no circumstance students are allowed to graduate before completing 7 semesters.

7.18 Semester Drop / Withdrawal

- i. A student can drop his / her semester, subject to the permission of the Chairperson of the department.
- ii. If a student is willing to withdraw from all course / semester, s/he must follow the official semester drop process of BUBT. As per the academic calendar, the student must write an application in prescribed form to the Chairperson and his / her application will be forwarded to Registrar's office to complete the formalities.
- iii. A student, who leaves the University without officially withdrawing a semester in the manner mentioned above, will get a failed grade (F) in each course registered in that semester.

7.19 Self-study Course: A final semester student can take maximum two courses as self-study course fulfilling the following conditions:

- i. If a final semester student requires maximum two courses (not offered by the department) apart from the regular offered courses to complete his/ her graduation.
- ii. Number of students shall not exceed 4(four) in a particular self-study course.
- iii. A faculty member can conduct maximum two self-study courses in a semester.
- iv. Self-study system is not applicable in case of grade improvement.
- v. Prior to registration for self-study courses,
 - a) Courses must be approved by the Dean of the faculty with a recommendation from Chairperson of the department and forwarded to the Registrar's office to complete the formalities.
 - b) Pay the prescribed self-study fee of the University.
- vi. Minimum 10 classes of one-hour duration must be conducted in a semester.

7.20 Semesters in an Academic Year:

The university will follow bi-semester system, i.e. Spring and Fall semesters. The academic year at BUBT is divided into 2(two) semesters of equal time interval for all programs. The Spring semester spans from January to June, and the Fall semester from July to December.

7.21 Classes

For each course, credit hours are assigned on the basis of a 17-week semester. In undergraduate

programs, for each 3-credit theory course, two classes, each of 1.25-hour duration, are assigned in a week. For 4 credits theory course, three classes two classes 1.25 hours for each and class no.3 for 50 minutes are assigned in a week. For 1.5 credits Lab course, one 3-hours Lab class and for .75 credit lab course, one 1.5-hour lab class per week is assigned for each student.

7.22 Medium of Instruction

English is the medium of instruction of all the courses offered by various departments of BUBT. While both English and Bangla may be used for day-to-day transactions with the administration, the faculty and students in the classroom use only English as the vehicle of communication, whether spoken or written.

7.23 The Curriculum and Course

The salient features of all the undergraduate curricula of Bangladesh University of Business & Technology are:

- a) Focused on needs of the industry and job oriented.
- b) The curriculum is updated regularly with the help of academic & industrial experts.
- c) Continuous evaluation of student's performance through attendance, class test, assignment, individual presentation, midterm, final examination and practical / sessional examination.
- d) Evaluation of the performance of course / courses by using Letter Grade Points.
- e) Flexible credit system (open credit system) and outcome-based education (OBE).

7.24 Definition of Courses

The Syllabus consists of the following types of courses as follows:

7.24.1 GED Courses: Includes class-teaching, open discussion, academic assignments, presentation etc. on general education related courses.

7.24.2 Core Courses: Includes class-teaching, open discussion, academic assignments, and presentation mock trial etc. law related courses.

7.24.3 Capstone Courses/Internship/Thesis/Project

In the last semester of study each student is required to undertake a Project/ Thesis/ Research Monograph in the relevant field of his / her specialization. For such a work, each student is supervised by a teacher of the concerned department. A co-supervisor from industry may also be included. After completion of the project work, students are required to submit a project report in the prescribed form.

7.25 Course Designation and Numbering

Each course shall be designated by seven to eight letters, first 4 digit refers to BNQF Code and last three to four letters representing the year/ Level of the course. Excluding the BNQF Code the first digit shall represent the year/ Level of the course. The last 4 digit refers to year, semester/level and number of courses of concerned semester.

Department identification code: EEE for Electrical and Electronics Engineering, CSE for Computer Science and Engineering, BUS for Business Administration, LAW for Law, ENG for English, HUM for Humanities, PHY for Physics, MATH/MAT for Mathematics, STA for statistics, CHE for Chemistry etc.

7.26 Syllabus and Curriculum Development

Each department must have a Curriculum Committee consisting of the following members:

- Chairperson of the Department – Convener.
- All faculties of the concerned dept.
- Two external members –Academic institutions.
- One from industry.
- One from Alumni.

The curricula of the different department shall be as proposed by the Curriculum Committee of the concerned department with the recommendation of the concerned faculty. The curricula's is approved by the Syndicate on the recommendation of the Academic Council.

The Curriculum Committee of the concerned department reviews the curricula usually once in every academic year and put forward the recommendations to the Academic Council.

7.27 Time limit for Completion of Bachelor's Degree

A student must complete a Bachelor's degree in Maximum 8 years. However, an additional time may be granted by the Academic Council on the recommendation of the concerned Chairperson, after thorough and careful judgment of individual cases.

7.28 Academic Probation and Dismissal:

Students with CGPA of less than 2.00 are placed on probation. Students on probation are allowed a maximum of 3 semesters to raise their CGPA to 2.00. Students who fail to achieve a CGPA of 2.00 within this period are dismissed from the university.

7.29 Readmission after Academic Dismissal:

Students who have been dismissed from the University for Academic Reasons may apply for readmission. Such applications would be treated on individual basis. However, upon readmission, students may seek credit transfer for courses where they had earned a minimum of C+ grade before dismissal. Readmission is granted once only.

7.30 Incomplete Grade:

For incomplete course work, a student may be assigned an incomplete grade, which will be recorded as "I". A student is allowed to complete an incomplete course in the following semester. If a student fails to complete the course work, he will automatically earn an "F" or the alternative grade (if submitted by the faculty).

7.31 F Grade:

A student who fails in a course is assigned 'F' grade by the faculty. The student must retake this course and obtain a minimum passing grade of D.

7.32 Evaluation & Grading System

7.32.1 Class Test

The number of class test of a theory course shall be minimum two. The class test shall be conducted usually during class hours as per the schedule of the course teacher. The duration and marks of each test shall be 23 minutes and 15 marks respectively. Evaluation of the class test will be made on the basis of the tests taken.

7.32.2 Assignment

For 5 marks Assignment related to the course will be given to the students by the course teacher to evaluate the knowledge, design and analytical skill and the writing capability of the students.

7.32.3 Presentation

Each student will be required to present a topic selected by the course teacher to evaluate his presentation capability. The duration of the presentation will be decided by the course teacher.

7.34. 4 Mid- Term Examination

A Mid-Term examination will be held in the middle of the semester. Marks for the examination will be 30 and duration will be one hour and a half. The Moderation committee of each department will moderate and print the question papers set by the course teachers. The moderation committee will submit the question to the Controller of Examination in sealed envelope. The examination will be arranged by the office of the Controller of Examinations.

7.34.5 Final Examination

At the end of each semester, there will be a Semester Final Examination. Marks for the Semester Final Examination will be 40 for all programs. For all the departments the duration of the Semester Final Examination will be two hours. The office of the Controller of Examinations will announce the schedule of the examination. Moderation committee of each department will moderate and print all the questions of the department set by the respective course teacher and will submit questions to the Controller of Examinations in sealed envelopes.

- a) The Evaluation of each course at BUBT is made on 100 marks and the distribution of weightage is given below for all programs:

i.	Attendance	5%
ii.	Class Tests & Tutorial	15%
iii.	Assignment/Presentation/Lab/ Project	10%

iv.	Mid-Term Exam. (Middle of the Semester)	30%
v.	Final Exam. (End of the Semester)	40%
Total: 100%		

b) The Grading system is as follows:

Numerical Grade	Letter Grade		Grade Point
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

In the Transcript/Grade Sheet, only the Letter Grade and the Corresponding Grade Points, and finally, the CGPA, not the numerical marks, will be shown.

Class Attendance:

A student must attend at least 70% classes in all the courses. 5% marks in each course is allocated for attendance and this score will vary from 1 to 5 according to his/her percentage of presence as noted below.

Percentage of Attendance	Marks
91-100	5
86-90	4
81-86	3
76-80	2
70-75	1

7.35 Calculation of GPA/CGPA

A student obtaining 'D' or higher grade will be counted as credits earned by him/her. A student obtaining 'F' grade will not be counted towards his earned credits. The Grade Point Average (GPA) is calculated for the courses taken in a semester and the Cumulative Grade Point Average (CGPA) is calculated for all the courses taken up to the semester. The calculation of GPA and CGPA are as follows:

$$\text{Term GPA} = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i}$$
$$\text{CGPA} = \frac{\sum_{i=1}^N C_i G_i}{\sum_{i=1}^N C_i}$$

Where,

C_i , stands for credits of the i^{th} course.

G_i , stands for grade points earned in the i^{th} course.

n , stands for the number of courses taken in the semester.

N , stands for the number of courses taken up to the semester to which refers.

-Both GPA and CGPA will be rounded off to the second place of decimal for reporting.

7.36 Moderation Committee

There shall be a Moderation Committee for the department with the Dean of the Faculty as chair senior faculties as internal members and an expert from different university as external member. The Moderation Committee will scrutinize and moderate question papers set by the course teachers for Midterm and Semester final examinations.

7.37 Policy for Semester Promotion:

For 'F' grade holder the course must be repeated within the next 3 consecutive semesters but pre-requisite course/s should be repeated on priority basis. Scorer of 'F' grade shall have to pay **full** fee for the retake course/courses.

For improvement of grade in any course, the incumbent student may be allowed to repeat for improvement in that course. However, if any student wishes to take this privilege, he/she has to apply through proper channel at least within 2 weeks after publication of result of a particular semester.

The improved grade will be computed in the final transcript and the previous grade/s (i.e. 'F' or any other grade of the improver) will be marked with 'R' grade (as retake of the course) which

has no effect on GPA or CGPA. For improvement of grade, the student has to register the course as usual by paying the half tuition fee (i.e. credit hour basis).

7.38 Repeating Courses:

Students may repeat courses in order to improve their grades. They must register for and complete the course/courses to accomplish the repeat and 50% of the tuition fees has to be paid for the course/courses repeated. However, a student who receives "F" grade in any course must repeat that course and obtain a minimum of "D" grade in order to meet degree requirements. CGPA is calculated on the basis of the better of the two grades. A course can be repeated once only.

7.39 Retake / Repeat Fees:

Students scoring 'F' grade in any course shall have to pay full tuition fees for repeating the course. Students with grade lower than "A" in any course may retake the course to improve their grades and shall have to pay half of the tuition fees for the course/courses.

7.40 Withdrawal from a Course:

A student may withdraw from a course within 15 days from the date of starting the semester. Permission from the appropriate authority must be obtained for withdrawal.

7.41.1 Withdrawal from the Semester:

A student getting himself admitted in the 1st semester (new student) may withdraw his/her registration by a written application before the commencement of the classes. The students of other semesters may also withdraw their registration within 15 days of the commencement of the classes by a written application. The students not attending classes and/ or examinations of a semester without withdrawal within the time limit will be required to pay all semester fees and accept the grade 'F' in all examinations of the semester.

7.41.2 Admission Cancellation Policy:

A student getting himself admitted in the 1st semester (new student) seeking cancellation his/her studentship must submit a written application to the Vice Chancellor through the Chair of the Department of Law and Justice within 15 days of the commencement of the classes. If any student fails to attend the classes for consecutive 15 days (counted from the commencement of classes) without any valid reason his/her studentship will be cancelled. It is further provided that his /her studentship will be cancelled automatically due to being absence in the classes for 21 days continuously from the commencement of the classes without informing or making any application for cancelling his/her studentship.

7.42 Refund of Fees:

If any student withdraws his/her registration from a program in the first semester before the commencement of the class, only the tuition fees paid for that semester may be refunded.

If any student withdraws his/her registration from a program in any other semester within 15 days of the commencement of the class of that semester only the tuition fees paid for that semester may be refunded.

7.43 Re-entry:

After the withdrawal period a student must apply for re-entry into the university and must complete the requirements for the degree in force at the time of the re-entry.

7.44 Research/Thesis:

Students have to undertake semester-long research under the supervision of a faculty and earn a minimum of C grade for graduation if such research is a requirement for the degree.

7.45 Degree Requirements:

All candidates for a degree must:

- i. Earn at least a CGPA of 2.00 on all BUBT credits counted for undergraduate degree and at least CGPA of 2.5 for graduate programs.
- ii. Complete the internship/research project with a minimum of C grade, wherever required;
- iii. Clear all financial and other obligations to the university.

7.46 Transcripts and Academic Records:

Former and currently enrolled students who have paid their university charges are entitled to receive, upon written request, transcripts of their academic records. Each transcript includes a student's entire academic record to date and current academic status. A fee of Tk. 300/- (Taka three hundred) is payable for issuing a transcript.

7.47 Withholding Records:

The University may withhold records of students who have outstanding dues (fees) and against whom official disciplinary actions have been taken.

7.48 Provisional Certificate:

After the successful completion of all the requirements for awarding a degree the students shall usually be conferred certificates of respective degrees through the Convocation. However, a Provisional Certificate may be issued to a student on request before the convocation with the payment of a fee of Tk. 500/-. The Provisional Certificate must be returned at the time of receiving the Original Certificate. The students can also apply online for the certificate through BUBT Annex.

7.49 Disqualification:

All Undergraduate Programs require completion of all degree requirements within a maximum period of 7 (seven) years. Failure to complete all degree requirements within the given time frame may disqualify a student from continuation of his / her study at BUBT.

7.50 Examination Conducting Committee:

There shall be an “Examination Committee” for each faculty for conducting the Midterm and Semester Final Examinations. The committee shall be headed by the Dean of the faculty and all other chairpersons of the departments shall be the members. If needed more faculty members may be included in the committee. The examination committee shall conduct the Mid-Term and Semester Final Examination as per TOR and functions of Examination Committee of the University with the assistance of the office of the Controller of Examinations.

7.51 Question papers and Answer Script distribution:

The Controller of Examinations shall be responsible for the custody of question papers and answer scripts. On the date of examinations, the Controller of Examinations shall handover the respective question paper and blank answer script to the Examination committee in time.

7.52 Unfair means:

Cases of unfair means and breach of discipline at the University examination shall be dealt with according to BUBT student’s examination code and Disciplinary Rules. The students are also advised not to bring or carry mobile phone in the exam hall.

7.53 Midterm and Semester Final Examination script evaluation

The course teachers shall evaluate respective answer scripts. The concerned course teacher will take delivery of the answer scripts from the office of the Controller of Examinations.

7.54 Semester Final Script Scrutiny

Answer scripts of each theoretical courses of the Semester Final Examination evaluated by the course teacher will be scrutinized by a scrutinizer of the department selected by the Chairperson of the department. The Scrutinizer will scrutinize the omissions of marking in the examination answer script, addition of marks, uploading of marks in the grade sheet etc.

7.55 Result Processing:

Controller of the Examinations will complete the processing of results with the help of software and finalize the result Program wise.

7.56 Submission of Grade Sheet:

Examiners of both theoretical and practical examinations shall upload the grade sheets in the software system of the controller’s section in prescribed format. The examiners will also submit hard copy of the grade sheet duly signed and checked by the respective Chairperson and Dean, along with the answer script to the Controller’s Office.

7.57 Publication of Results:

The Controller of Examinations will publish the program- wise provisional results on the

schedule date after approval of the result by ‘Result Approval Committee’ consisting of Pro-Vice Chancellor, Deans, Chairpersons, and Hon’ble Vice-Chancellor in the Chair. The result will be finalized by the Syndicate on the recommendation of the Academic Council.

7.58 Re-examination of Answer Script

Re-examination of answer scripts will not be allowed. Only re-scrutiny of answer script may be allowed on the approval of the Dean of the Faculty at the written application of the student and on paying required University fees.

7.59 Preservation of the examination documents

The Controller of Examinations will preserve all the documents of examination as per University policy.

7.60 Supplementary Examination:

The students who fail to appear at the Mid-Term or Final Examination of any Semester in any course/courses due to valid grounds only may apply for Supplementary Examination to the Controller of Examinations through the Chairman of the respective Department under the following conditions:

- I. The students shall meet the Chairman of the Departments with valid documents showing the reasons of not appearing at the regular Examination.
- II. They must produce the Admit Cards with their applications.
- III. The students who have not attended required number of classes will not be allowed to sit for the Supplementary Examination.
- IV. The students shall have to pay a fine of Tk. 1000/- in case of Mid-Term & Tk.2000/- in case of Final Examination per course.
- V. The students who are not allowed for supplementary Mid-Term & Final Examinations for any reason shall have to retake the course/courses in the following semester.
- VI. The procedure of conducting the supplementary Examinations is exactly the same as in case of regular examination.

7.61 Re-Registration for an ‘F’ Grade Course

If a student gets an ‘F’ grade in any course, s/he will have to retake the course in a subsequent semester by re-registering the course paying full tuition fees. A course may be retaken in a semester only if the course is offered in that semester. The course repeated / retaken must carry the same course code, course title, and course contents or its equivalent. The student retaking the course must attend the classes and appear at all the examinations, do assignment and other tasks, for the course like a regular student.

7.62 Improvement of Grade

If a student obtains a grade lower than A in a course, s/he will be allowed to repeat the course for

the purpose of grade improvement subject to the availability of that course. The courses cannot be retaken as self-study. The course repeated / retaken must carry the same course code, course title, and course contents or its equivalent. The student retaking the course must attend the classes, take all the exams and do other tasks for the course like other regular students. Under all circumstances, the higher grade will be considered in calculating the final CGPA. A student taking the advantage of retake policy will not be eligible for receiving Gold Medal or any Award.

7.63 VC'S Certificate

Students obtaining GPA 3.90 to 4.00 in a semester will receive VC'S Certificate to be awarded in the next semester. 'Special Merit Award' will be given to students who have received V. C'S Certificate in the last 3 (three) consecutive semesters, retaking of any course for grade improvement will not be eligible for VC's certificate.

7.64 Dean's Certificate

Students obtaining GPA 3.80- 3.89 in a semester will receive Dean's certificate to be awarded in the next semester.

7.65 Academic Grievances

If a student has a complaint about a grade or other academic grievance, the first step is to talk to the instructor involved. If the matter is not settled satisfactorily, the student should contact the department chair or division director about the complaint and submit the complaint through the formal grievance procedure within the department. The department decision may, if the student still feels aggrieved, be appealed to the appropriate Dean.

7.66 The Syndicate on recommendation of the Academic Council shall have the authority to decide all matters which are not covered by provision of this Regulation in such a manner as it may deem fit.

7.67 The University shall have the authority to amend the academic Regulations at any time & in any manner as it may consider necessary in the interest of the University.

8 Examination Rules

8.1 Introduction:

Bangladesh University of Business and Technology (BUBT) aims to ensure knowledge-based quality education and henceforth while conducting the examination of the students, the university authority is pledged to keep the examination hall fair and free from adopting any sorts of unfair means and to maintain such pledge, BUBT authority has decided to frame student's examination policy and disciplinary rules as follows:

8.2 Terms of References:

- i. The Office of Controller of Examination i.e **Controller Examination Office (CEO)** will conduct all examination related activities. The CEO is headed by the **Controller of Examinations**.
- ii. There will be an **Examination Committee (EC)** for each faculty of BUBT in order to conduct midterm and the final examinations.
- iii. Each EC will be headed by a chairman. EC chairman will be selected by the vice chancellor (VC) from the deans of the faculties or the chairmen of the departments. All other chairmen and faculty members in the rank of associate professor and above shall be the members of EC. If needed, more faculty members may be included in EC with the permission of VC.
- iv. There shall be an **Examination Control Room** under each faculty for catering examination related activities. Some designated EC members (selected by Chairman EC) should remain present in that room at the beginning and ending of each shift's examination. A room will be assigned for EC activities in consultation with the university administration.
- v. There shall be one **Chief Invigilator (CI)** for each shift's examination. An examination shift consists a maximum of six consecutive hours in a day. CI will be selected by EC chairman, preferably from the departmental chairmen on a rotation basis. Senior faculty members may also be selected as the CI. CI will visit the examination halls, observe the conditions and ensure that the examinations are being held in a congenial atmosphere.
- vi. Each EC will be formed for the duration of one semester. The committee may function for more than one semester if the next committee is not formed.
- vii. ECs are formed to facilitate successful completion of university examinations according to BUBT rules and regulations. The controller of examinations will supervise the overall functions of the examination activities.
- viii. The EC chairman, CI and other EC members will attend the office on time and they shall not avail leave or weekly holiday/s during the examination period. If any invigilator is assigned an exam duty during his/her weekly holiday, s/he will have to perform his/her exam duty without enjoying the holiday/s. However, s/he will be able to take those holidays in some other weekdays with the permission from the departmental chairman/ Dean/Pro-VC.
- ix. The **Disciplinary Committee** will be responsible for implementing examination related disciplinary rules of BUBT whenever necessary.
- x. Members of the EC are entitled to refreshment that will be arranged during the midterm and the final examinations.
- xi. If any invigilator is on emergency leave during examination, the departmental chairman will make alternative arrangement by deputing another faculty member. Department co-ordination officers (DCO) are not expected to perform invigilation duty.

8.3 BUBT Examination related Disciplinary Rules:

In order to ensure transparency in the examinations and also to eradicate malpractices in the examination halls, the **Discipline Committee** of BUBT adopts following types of punishment against offences committed by the examinees depending upon the nature of offences.

Sl. No.	Nature of offence (s)	Nature of punishment
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1.	Possession of incriminating documents, but not copied from the same.	The incriminating documents found in possession of the examinees should be taken away by the invigilators.
2.	Copied from the incriminating documents including table/desk etc.	Concerned script will be cancelled and s/he will not be allowed to sit for any further examination in that semester for that course. S/he will be allowed to retake this course in the following semester.
3.	Copying from the scripts of adjacent examinees if the report is submitted with evidence.	The script of the student found copying from another student will be cancelled. The other student, who intentionally allows to copy, will be warned for the first time. If s/he does the same for the second time, her/his script will be cancelled.
4.	Copying from smart devices.	The script of the concerned student will be cancelled. The student will not be allowed to sit for any supplementary examinations, however, will be able to register in the following semester.
5.	Copying from the incriminating document and making resistance with the invigilators in handing over the incriminating documents.	The examinee will be expelled for that semester.
6.	Misbehavior and threatening the invigilator or any authority of the university inside or outside the examination hall.	The examinee will be expelled from the university for good or for some semesters depending on the nature of misbehavior.

8.4 The Discipline Committee of BUBT shall consist of:

- (a) Hon'ble Nominee of BUBT Trust : Chairman of the Committee
- (b) Hon'ble VC of BUBT : Member
- (c) Dean, Faculty of Business : Member
- (d) Dean, Faculty of Arts & Humanities: Member
- (e) Dean, Faculty of Law : Member
- (f) Dean, Faculty of Engineering & Applied Sciences: Member

- | | | |
|---------------|---|------------------|
| (g) Registrar | : | Member |
| (h) Proctor | : | Member-Secretary |

The Board of Trustees may nominate the Vice-Chancellor instead of nominating any other representative and then he will be the chairman of the Committee.

8.5 Supplementary Examination Policy

- (a) The students who fail to appear at the midterm or final examination of any semester in any course/courses due to valid grounds, may apply for supplementary examination. The application has to be made to the controller of examination through the chairman of the respective department under the following conditions:
- I. The students shall meet the chairman of the respective department with valid documents showing the reasons of not appearing at the regular examination.
 - II. They must produce the admit cards with their applications.
 - III. The students who have not attended required number of classes, will not be allowed to sit for the supplementary examination.
 - IV. The students shall have to pay a fine of Tk. 1000/- in case of midterm and Tk.2000/- in case of final Examination per course.
 - V. The students who are not allowed for supplementary midterm and final examination for any reason shall have to retake the course/courses in the following semester.
 - VI. The procedure of conducting the supplementary examinations remains same as that of in the case of normal examination.
- (b) For any unavoidable reason (extreme emergency cases) if any student fails to sit for both midterm and midterm supplementary examination, s/he will be awarded 'I' grade provided s/he attended the semester final examination. If any student fails to sit for midterm, supplementary midterm and semester final examination, s/he will get 'F' grade in that course.
- (c) Cases of absentee in both midterm and midterm supplementary examination will be closely scrutinized by the chairman of the concerned department and a request will be forwarded for holding such 'supplementary midterm examination' to the controller of examinations office.

8.6 Examinees Obligations:

The examinees are required to follow the rules mentioned below in order to be able to sit in the examination hall:

- (a) No examinee will be allowed to sit for the examination without clearing his/her dues to the University.
- (b) They must come to the examination hall wearing ID card.
- (c) They must bring admit card in the examination hall.
- (d) They will have to be sure that the answer scripts have been duly signed by the invigilator.
- (e) They must put their bags, books, notes, exercise books etc. to a place away from the examinees but near to the invigilators; mobile phones must be kept switched off in

- bags.
- (f) No smart/memory devices such as mobile phone, smart watch, programmable calculator is allowed in the examination hall.
- (g) They will have to maintain overall discipline and sanctity in the examination hall.

8.7 Examinees Guidelines:

- i. **Before your exam:** Check your timetable carefully and ensure that you know the location of each exam room. Find out before the day of your exam if you are uncertain where the room is located. Misreading the timetable is not a satisfactory explanation if you are absent from an exam or arrive late.
- ii. **Materials permitted in the exam room:** Stationary materials related to examinations are allowed to bring in the exam hall. This includes pens, pencils, rulers and calculators (permitted calculators are Casio FX83 and FX85 models or equivalents).
- iii. **On your desk:** The items permitted on your desk include stationery items, your watch (excluding smart watch), university ID card, and a small clear bottle of water with no label.
- iv. **Bags and outdoor clothing:** Students are not allowed to wear coats, scarves, hats or outdoor wear (except where exemption applies for religious reasons) during examinations. Such clothing together with any bags/rucksacks must be placed in the reserved area before the exam begins. These items will be returned back after the exam is over. An invigilator will advise you where the personal item storage area is located.
- v. **Valuable items:** Students should not bring any valuables items in the exam hall. Items such as keys, purses/wallets or mobile telephones, if brought mistakenly, must be put in the clear plastic bag and place it on the table of the invigilator. Mobile telephones must be switched off and kept in a bag in front of the invigilator.

Smart watches or similar smart devices capable of storing or accessing data are not permitted on desks or to be worn by the student. They must be placed in the clear plastic bag provided with other valuables if brought into the exam venue. Failure to place these items out of reach will be treated as a disciplinary offence.
- vi. **Identification:** Students must have to bring BUBT ID card in all exams. This must be displayed on your desk throughout the exam. ID cards will be checked by the invigilator once the exam has started.
- vii. **During your exam:** Students are permitted to enter into the exam room by an invigilator shortly before the exam is due to start. Once admitted to the room, examination conditions apply. Students must sit in their allocated desk. Allocation of the desks is available in the notices posted outside the exam room.
- viii. **Exam conditions apply:** Talking or communicating in any means with any other student in the exam room before, during or after the exam is forbidden. Failure to obey this requirement will be treated as a disciplinary offence.
- ix. **After the exam:** Students must remain seated at their desk until all scripts have been collected by the invigilator, and cannot leave until they are instructed to do so.

Students must not remove any answer book or parts of an answer book, whether used or not, any exam question papers, or any exam materials provided to them during their exam (statistical tables, data books, etc.)

- x. **Missing an exam:** Misreading the timetable will not be accepted as a satisfactory explanation for the absence in the exam.

- xi. **Illness:** Students must obtain a medical certificate if they are absent from any exam because of illness. In case, students need to leave an exam on medical grounds they must obtain a medical certificate immediately after leaving the exam room. They must submit their medical certificate to the respective department as soon as it is issued in order to justify the claim.

9.0 Curriculum of the Program

Course Title: Jurisprudence
Course Code: LAW 04211101
Credit: 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs.	CLOs
1	Jurisprudence: Definition of Jurisprudence, Nature of Jurisprudence, Scope of Jurisprudence, Significance and Utility of Jurisprudence	6	CLO1
2	Law: Definition, Purpose & Function of Law, Advantage and Disadvantage of Law, Question of Law & Question of Fact and Legal Presumptions, Kinds of Presumption	6	CLO1
3	Classification of Law: Various kinds of law, Outlines of Public law and Private law, Constitutional Law, Administrative Law, Difference between Private and Public law	4	CLO1
4	Sources of Law: Different Sources of Law; Legislation, Precedent, Custom, Religion and Professional Opinion	6	CLO1
5	Administration of Justice: Definition of Administration of Justice, Its Development, Civil and Criminal Justice, Purposes of Criminal Justice and Theories of Punishment	4	CLO2
6	Legal Right and Duty: Definition of Legal Duty, Rights, Difference of Legal & Moral Wrong, Essentials, Enforcement and Extinction of Legal Right, Salmond's Classification of Rights, Kinds of Legal Rights	6	CLO3
7	Ownership & Possession: Definition of Ownership, Essentials of Ownership, Modes of Acquisition of Ownership and Kinds of Ownership, Succession, Possession, Difference between Ownership and Possession	4	CLO3
8	Obligation & Liability: Nature of Obligation, Sources of Obligation; Contractual Obligation, Obligation arising from Quasi or Implied Contract and Obligation arising from Tort Definition and Nature of Liability, Kinds of Liability, General Conditions of Liability	4	CLO3
9	Schools of Jurisprudence & Legal Theory: Definition of School of Jurisprudence, Different Types of School, Nature and Feature of them, Theory of Law, Natural Theory, Austin's Theory, Comparative Theory and Realism	6	CLO4
10	Person: Definition of Person, kinds of Person, Legal Status of Rivers, Lower Animals, Dead Body and Unborn Person	4	CLO5
11	Substantive and Procedural Law: Nature and Definition of Substantive & Procedural Law, Kinds of Substantive & Procedural Law, Distinction between Substantive & Procedural Law	4	CLO5

Textbooks:

V.D Mahajan, *Jurisprudence and Legal Theory*, 5th edn., Eastern Book Company
 Hamiduddin Khan, *An Introduction to Jurisprudence*, 3rd edn., Ain Prokashan-Dhaka,
 2012 Noshirvan .H. Jhabvala, *The Elements of Jurisprudence*, 24th edn., Mumbai

Reference Books:

H.F. Jolowicz, *Lectures on Jurisprudence*, University of London, 1963
 G. W. Paton, *A Text Book of Jurisprudence*, 4th edn., Oxford University Press
 R.W.M. Dias, *Jurisprudence*, Butterworth, 1st edn., 1964
 John William Salmond, *Salmond on Jurisprudence*, 8th edn., Sweet & Maxwell Ltd.
 P. J. Fitzgeland, *Salmond on Jurisprudence*, 12th edn., Sweet & Maxwell Ltd.

Course Title: Development of Legal System in Bangladesh
Course Code: GED 02221102
Credit: 4.0 Credit hours

SL No.	Course Content (as Summary)	Teaching Hours	CLOs
1	Basic concepts of Judicial System in Ancient India: Hindu Period, Administration of Justice: Judicial System in Mediaeval India, Causes of the downfall of early Hindu Kingdoms, Muslim Social Order, Political Theory and Religion. The Sultanate of Delhi, The <i>Mughal</i> Period, <i>Akber's</i> Policy of Tolerance; European Settlements in India.	8	CLO 1
2	The East India Company, Development of Authority under Charters, Transition from a Trading Body to a Territorial Power, Courts in Bengal under The Mughal, Grant of Diwani, Dual Government in Bengal; the company as Diwan, Warren Hastings' Plan of 1772 and its defects, Warren Hastings' Plan of 1774, reorganization of Adalats in 1780 and its characteristics. Reforms in the administration of criminal justice.	8	CLO 2
3	Salient Features of the Regulating Act of 1773, Legislative Power under the Act of 1773, Charter of 1774 ,The Hierarchy of Courts, Reforms of Lord Cornwallis (1793), Reforms of Lord Wellesley (1798) Reforms of Lord <i>Minto</i> (1807) and Reforms of Lord Bentinck (1828), Origin, Appeals from India to the Privy Council; Foundation of the Federal Court, Form of Judgment. Origin and Constitution of the Supreme Court of India, Jurisdiction and functions of the Supreme Court of India.	8	CLO 2

4	Development of legal system in the Pakistan Period, Development after independence, Hierarchy of Courts in Bangladesh, Separation of Judiciary in Bangladesh, Masder Hossain Case, Judicial Service Commission	8	CLO 3
5	Definition of law, Branches of law: Substantive law, Procedural law Public law, Private law, Civil law, Criminal law, Law and Legal System, Law and Custom, Law and Justice, Law and Politics, Rights, Structure and functioning of Subordinate Courts in Bangladesh Jurisdiction of the different Courts, Court of Magistrates, Special Courts and Tribunals; Structure and functioning of Subordinate Courts in Bangladesh, Subordinate Civil Courts in Bangladesh; Civil Proceedings in Bangladesh	8	CLO4
6	Criminal Proceedings in magistrate Court, Criminal Proceedings in Session Judge Court, Bail and Police Power of Arrest, Remand and Detention, Legal Aid Service	8	CLO4
7	Structure and functioning of Supreme Court in Bangladesh: Supreme Court, High Court Division Power and Function, Constitutional Jurisdiction of High Court Division, Appellate Division: Powers and Function; Apple, Review and Revision,	8	CLO5

Textbooks:

Md. Abdul Halim, "The Legal System of Bangladesh," 18th Edition.

Prof. Dr. Syed Sarfaraj Hamid, Legal System of Bangladesh

References Books:

B.M. Gandhi, V.D. Kulshrestha's *Landmarks in Indian Legal and Constitutional History*, 11th Edition.

M. P. Jain, *Outline of Indian Legal and Constitutional History* Keith, "Constitutional History of First British Empire," Azizul Hoque, *The Legal System of Bangladesh*.

Ahamduzzaman, *Legal History & Legal System of Bangladesh* Md. Ansar Ali Khan, *Legal system of Bangladesh*

A. B. M. Mafizul Islam Patwari, *Legal system of Bangladesh*

Course Title: Bangla Language and Literature

Course Code

: BNG-02321103

Credit

: 3 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	বাংলা ভাষার ইতিহাস; ইন্দো-ইউরোপীয় ভাষাবংশ; বর্ণ; স্বরবর্ণ, ব্যঞ্জনবর্ণ, কার, ফলা, , ধ্বনি; ঘোষ, অঘোষ, অল্পপ্রাণ, মহাপ্রাণ ও শব্দের বিবর্তন; যৌগিক, রূঢ়, যোগরূঢ়, তৎসম, অর্ধ-তৎসম, তদ্ভব, দেশি, বিদেশি।	৩	CLO1
2	মাইকেল মধুসূদন দত্তের কবিকৃতি, কাজী নজরুল ইসলামের কবিকৃতি, রবীন্দ্রনাথ ঠাকুর-বাংলা কবিতায় অবদান।	৩	CLO1
3	বাংলা সাহিত্যের ইতিহাস: প্রাচীনযুগ: চর্যাপদ, মধ্যযুগ: রোমান্টিকপ্রণয়োপাখ্যান, অনুবাদসাহিত্য, বৈষ্ণব সাহিত্য, মঙ্গলকাব্য, গীতিকা, লোকসাহিত্য.	৩	CLO1
4	আলাওল-বাংলা কবিতায় অবদান।, ভারতচন্দ্র রায়গুণাকরের কবিকৃতি.	৩	CLO1
5	বাংলা একাডেমি প্রণীত প্রমিত বাংলা বানানের নিয়ম, বিভিন্ন শব্দের শুদ্ধবানান, বাক্যে শব্দের শুদ্ধ প্রয়োগ.	৬	CLO2
6	বাংলা উপন্যাসের সংজ্ঞার্থ বিশ্লেষণ, উপন্যাসের কাল ও প্রকারভেদ, উপন্যাস নির্মাণ কৌশল।	৬	CLO3
7	বাঙ্গালি জাতীয়তাবাদী আন্দোলন ও শামসুর রাহমানের কবিতা, আল মাহমুদের সোনালী কাবিন কাব্যের শিল্পরূপ	৩	CLO4
8	বঙ্কিমচন্দ্র চট্টোপাধ্যায়- উপন্যাস রচনায় সাফল্য, তারাক্ষর বন্দোপাধ্যায়- বাংলা কথাসাহিত্যে অবদান।	১.৫	CLO4
9	মানিক বন্দোপাধ্যায়- বাংলা কথাসাহিত্যে অবদান।	৩	CLO4
10	রবীন্দ্রনাথ ঠাকুর- উপন্যাস রচনায় সাফল্য।	৩	CLO4
11	হুমায়ুন আহমেদ- উপন্যাস রচনায় সাফল্য।।	৩	CLO4
12	নাটকের সংজ্ঞার্থ বিশ্লেষণ, বাংলা নাটকের উদ্ভব সম্পর্কে ধারণা দীনবন্ধুমিত্র- সমাজচিত্র অঙ্কনে নীলদর্পণ নাটকের সার্থকতা বিশ্লেষণ। ছোটগল্পের সংজ্ঞার্থ বিশ্লেষণ রবীন্দ্রনাথ ঠাকুর- পোস্টমাস্টার ওকাবুলিওয়ালা; প্লট নির্মাণ দক্ষতা, বিষয় ও শিল্পরূপ বিশ্লেষণ।	৩	CLO5

Text Books:

১. ড. মুহম্মদ শহীদুল্লাহ,-বাঙ্গালা ভাষার ইতিবৃত্ত
২. প্রমিত বাংলা বানানের নিয়ম- বাংলা একাডেমি
৩. মাহবুবুল আলম -বাংলা সাহিত্যের ইতিহাস, খান ব্রাদার্স এন্ড কোম্পানি, ঢাকা।

৪. ড. ওয়াকিল আহমদ -বাংলা সাহিত্যের পুরাবৃত্ত, খান ব্রাদার্স এন্ড কোম্পানি, ঢাকা।
৫. মাইকেল মধুসূদন দত্ত- শ্রেষ্ঠ কবিতা, বিশ্ব সাহিত্য কেন্দ্র, ঢাকা।
৬. কাজী নজরুল ইসলাম – অগ্নিবীণা- মাওলা ব্রাদার্স, ঢাকা ; বিষেরবাঁশি- আগামী প্রকাশনী, ঢাকা
৭. রবীন্দ্রনাথ ঠাকুর-মানসী- বিশ্ব সাহিত্য ভবন, ঢাকা ; সোনারতরী- বিশ্ব সাহিত্য ভবন, ঢাকা ; বলাকা- বিশ্ব সাহিত্য ভবন, ঢাকা; কল্পনা- বিশ্ব সাহিত্য ভবন, ঢাকা
- ৮., শামসুর রাহমান-এর শ্রেষ্ঠ কবিতা, সাহিত্য প্রকাশ, ঢাকা।
৯. আল মাহমুদ - সোনালীকাবিন, আদর্শ, ঢাকা।
১০. সরজ বন্দ্যোপাধ্যায়- বাংলা উপন্যাসের কালান্তর, দে'জ পাবলিশিং, কলকাতা
১১. রফিকউল্লাহ খান – বাংলাদেশের উপন্যাসঃবিষয়গুণিল্লরূপ, বাংলাএকাডেমি
১২. দীনবন্ধু মিত্র- নীলদর্পণ, আফসার ব্রাদার্স, ঢাকা
১৩. . রবীন্দ্রনাথ ঠাকুর- গল্পগুচ্ছ, সুচয়নী পাবলিশার্স, ঢাকা।

Reference Books & Materials:

১. প্রমথনাথবিশী -রবীন্দ্রকাব্যপ্রবাহ, মিত্র ও ঘোষ পাবলিশার্স, কলকাতা।
২. ড. ক্ষেত্রগুপ্ত -মধুদূদনের কবিআত্মা ও কাব্যশিল্প, জাতীয় সাহিত্য প্রকাশ, ঢাকা।
৩. আবুহেনা, আবদুল, আউয়াল – নজরুলের সাহিত্যচিন্তা ও তাঁর সাহিত্য , নজরুল ইন্সটিটিউট, ঢাকা।
৪. হুমায়ুন আজাদ – শামসুর রাহমান; নিঃসঙ্গশেরপা , আগামী প্রকাশনী
৫. কবি ও কবিতার সন্ধানে – মোহাম্মদ আজম, বাতিঘর, ২০২০
৬. বাংলা নাটকের ইতিহাস- অজিতকুমার ঘোষ, দে'জ পাবলিশিং, কলকাতা।
৭. শ্রীভূদেব চৌধুরী- বাংলাসাহিত্যের ছোটগল্প ও গল্পকার, মডার্নবুক এজেন্সি, কলকাতা।

Course Title: English Language and Advanced Grammar

Course Code : ENG 02311104

Credit: 3 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Parts of Speech and Its Types: Noun: Determiner, Gender, Number; Pronoun; Verb: Finite- transitive, Intransitive, Non-finite- participles, Infinitives, Gerund, Linking Verb, Phrasal Verb, Modals, Adjective; Adverb; Preposition; Conjunction.	6	CLO1
2	Idioms & Phrases: Meanings of Phrases, Kinds of Phrases, Identifying Phrases, Using Phrases and Idioms in Different Situation	6	CLO1
3	Clauses: The Principal Clause, The Subordinate Clause: Noun Clause, Adjective Clause, Adverbial Clause & its Types	6	CLO2
4	Anatomy of Sentences: Grammatical Problems: Construction of sentences, grammatical errors, sentence variety and style conditionals, Vocabulary and diction.	6	CLO2
5	Words: Meanings, Synonyms, Antonyms, Spellings Usage of words as Various Parts of Speech, Formation of New Words by Adding Prefixes and Suffixes	6	CLO3
6	Report Writing: Defining a report, classification of reports and, structure of a report, Writing of reports	6	CLO4

7	Reading Skill and Writing Skill: Discussion readability, scan and skim reading, generating ideas through Purposive reading, Reading of selected stories, Principles of effective writing, Organization, planning and development of writing; Composition, Precise writing and amplification.	4.5	CLO5
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Textbooks:

Prof. Jahurul Islam, *Advanced Reading and Writing*, Friends Book Corner (2018)
Sadrudin Ahmed, *A comprehensive Course-book for Students of English*, Friends Book Corner (2012)

Reference Books & Materials:

Raymond Murphy, *Intermediate English Grammar*, 75th Reprint, Cambridge university Press (2014)
Sadrudin Ahmed, *Learning English The Easy*, 8th ed., Way Friends Book Corner (2010)
Stuart Redman, *English Vocabulary in Use*, 3rd Ed., Cambridge University Press (2014)
Thomson, A.J. & Martinet, A.V: *A Practical English Grammar*, 4th ed., Oxford University Press
L.G. Alexander, *An Oral Practice Book for Advanced Students of English*.

Course Title: Government and Politics**Course Code: GED 03121105****Credit: 3 Credit Hours****Course Content**

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Fundamental Concepts:	3	CLO1
	State, Sovereignty, Law, Liberty, Equity, Fundamental Rights, Government, Politics, Individualism, Concepts of State, Law and Rights		
2	Socialism: -Concept of Socialism, History of Socialism, The Rise of Marxism, Socialism and Bangladesh Constitution, Capitalism vs Socialism or Marxism, Criticism of Socialism	3	CLO1, CLO2
3	Communism: - Concept of Communism, School of Communism, The Idea of Marx and Engles, Criticism of Communism, Fascism, Constitutionalism: - Principles of Constitutionalism, Montesquieu and Constitutionalism, Constitutionalism in Various Countries.	3	CLO1, CLO2
4	Forms of Government: Ancient forms of Governments, Concept and Forms of Government in Medieval Age: - Anarchism, Aristocracy, Autocracy, Dictatorship, Oligarchy, Tyrant, Communism, Democracy, Despotism, Feudalism, Monarchy, Republic	4.5	CLO1, CLO2
5	Concepts and Forms of Modern Government: Cabinet, Presidential forms of Government, Unitary, Federal System, Democracy, Principles of Democracy Advantages and Disadvantages of Democracy, Liberal, Direct and Indirect Democracy	6	CLO 2
6	Organs of Government: The Legislature, Executive, Judiciary, Doctrine of Separation of Power-its application in USA, UK, India and Bangladesh.	3	CLO4, CLO5
7	The Electorate: Election, Definition of Democratic Election, Characteristics of Election, Role of Election in Modern Democracy, Direct Participation of People in Policy Making, Referendum, Direct and Indirect election.	3	CLO3, CLO4
8	Election in Bangladesh: Bangladesh Electoral System, General Election, Members of Parliament, Election Commission, Electoral Role, Election Laws of Bangladesh.	3	CLO3, CLO4
9	Politics: Concept of Politics, Classification of Political Ideologies, Political Parties, Ideal Types of Political Parties, Politics in Bangladesh.	3	CLO 3 CLO 4
10	The Role of Political Parties: Role of Political Parties in Democracy and in Dictatorship, Political Party System in Developed and Under Developed Countries.	3	CLO4, CLO5

11	Miscellaneous: Failure or Success of Democracy in Developing Countries of the World, Relationship between the Economic Structure of the State and its Government, Reason for Failure of Democracy in Developing Countries, Reason for Failure of Democracy in Developing Countries, Status and Justification of Military Government.	6	CLO 5
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Textbooks

Zulfiqar Ahmed, *Government and Politics (With Election Laws in Bangladesh)* (1st Edition, Shams Publication, 2017).
 Hossain Mohammad Reza, *Basic Concepts of Political Science* (1st Edition, Sufi Publication, 2015).

Reference Books & Materials:

Horold J. Laski-*The State in Theory and Practice* (1st Edition, Routledge, 2008) (Horold J. Laski- *A Grammar of Politics* (1st Edition, Routledge, 2014)
 M. Judd Harmon, *Political thought from Plato to the Present* (McGraw - Hill Book Company, 1964)
 E.I.J. Rosenthal, *Political Thought in Medieval Islam* (Reissue edition, Cambridge University Press, 2009)
 Majid Khadduri, *Political Trends in the Arab World* (1st Edition, The Johns Hopkins University Press, 1970)
 David Spitz (ed), *Political Theory and social Change* (Atherton Press, 1967)
 W.E. Wiloughby, *Government of Modern State* (The Century Co., 1920)
 H. Finer, *Theory and Practice of Modern Government* (Reprint Edition, H. Holt, 1949)

Course Title: Law of Contract
Course Code: LAW 04211201
Credit :4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs.	CLOs
1	Introduction: Definition and Meaning of Contract-Making of an Agreement-Essentials of Valid Contract; Basic Concept on Law of Contract, Historical background of the Law of Contract, Objectives and Scope of the Contract Act, 1872, Definition of (Proposal, Promise, Promisor, Promisee, Agreement,	8	CLO 1

	Contract, etc., Formation of Contract Types of Contract: Kinds of Contract; Communication, Acceptance, Revocation of Proposals and Consideration; Capacity to Contract; Free Consent to Contract – Consequences of Coercion, Undue Influences-Fraud-Misrepresentation-Mistake in a Contract;		
2	Void and Voidable Agreements: Agreement without Consideration, Agreement in Restraint of Marriage, Agreement in Restraint of Trade, Agreement in Restraint of Legal Proceeding, Agreement by Way of Wager and Agreement to do Impossible Act	8	CLO 1
3	Contract Parties and Performance of contracts: Parties to the Contract, Capacity of the Parties, Minor Agreement, Frustration of Contract and Discharge of Contract: Meaning of Performance of Contract, Meaning of Discharge of Contract, Way of Discharge of Contract	8	CLO2
4	Remedies for Breach of Contract: Breach of Contract, Types of Breach of Contract, Remedies for the Breach of Contract.	8	CLO 2
5	Quasi Contracts; Contingent Contracts and Wagering Contract: Definition of Quasi Contract, provisions relating to Quasi Contract under the Contract Act, Compensation in case of Quasi Contract, Characteristics of Quasi contract, Definition of Contingent Contract, Provisions relating to Contingent Contract under the Contract Act, Compensation in case of Contingent Contract, Characteristics of Contingent Contract, Definition of Wagering Contract, provisions relating to Wagering Contract under the Contract Act, Compensation in case of Wagering Contract, Characteristics of Wagering Contract	8	CLO 3
6	Contracts of Indemnity; Contracts of Guarantee: Definition of Contract of Indemnity, Elements of the Contract of Indemnity, Laws relating to the Contract of Indemnity, Parties to the Contract of Indemnity, Rights of Indemnity Holder, Meaning of Contract of Guaranty, Element of Contract of Guaranty, Laws relating to the Contract of Guaranty, Parties to the Contract of Guaranty, Rights and Liabilities of the Parties to the Contract of Guaranty	8	CLO4
7.	Bailment: Meaning of Bailment, Element of Bailment, Subject matter of Bailment, Rights and Duties of the Bailor and Bailee, Termination of Bailment, Bailment of pledge, What is pledge	8	CLO4

Textbooks:

Mosammat Meherunnesa Begum and Ovinandan Dhar : *A Brief Framework of The Contract Act, 1872*, First Edition, Bengal Press, Chattogram (2019)
 Muhammad Ekramul Haque, *Law of Contract*, Second Edition, Law Lyceum, Dhaka (2012)
 AB Siddique: *Law of Contract*, 1st Edition, Kamrul Book House, Dhaka (2012)

References Books

Abdur Rahman Hawlader, *Analysis of the Contract Act, 1872*, Howlader Publication, Dhaka, (2009) Avtar Singh, *Text Book on Law of Contract and Specific Relief*, 6th Edition, Eastern Book Company. (2013)

Khaledur Rahman, *Business Law*, 1st Edition, Law Palace, Dhaka (2022)

Sen and Mitra: *Commercial Law including Company and Industrial Law*, 23rd Edition, The World Press Private Ltd, Kolkata (2010)

Pollock, *Principles of Contract*. 13th Edition, Stevens & Sons (1950)

Course Title: Muslim Law
Course Code: LAW 04211202
Credit: 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Muslim law: Basic understanding of Islam, Islamic Law, Muslim Law and Muslim Personal Law, Sources and Development of Muslim Law, Shariat, Fiqh, Statutory Reformation and Development of Muslim in Subcontinent.	6	CLO1
2	Marriage: Nature, Features, Essentials and Formalities of Muslim Marriage, Different Kinds of Marriage, their Effects, Comparative Aspects, Registration and Proof of Marriage, Effects of Difference of Religion and Conversion on Marriage, Restrictions on Marriage and Effects of Breach of Restrictions	6	CLO2
3	Dower: Nature, Features and Significance of Dower in Muslim Marriage, Amount of Dower, Scope of Remission, Widow's Right of Retention, Realization of Dower etc.,	4	CLO2
4	Dissolution of Marriage: Nature & Modes of Dissolution of Marriage, Talaq, Kinds of Talaq, Khula, Mubara'at, Ila, Zihar, Faskh, Effects of Dissolution of Marriage, Iddat, Dissolution of Muslim Marriage Act, 1939, Muslim Family Law Ordinance, 1961,	6	CLO2
5	Legitimacy of children: Parentage, Paternity, Maternity, acknowledgment of paternity, legitimization, adoption in Muslim law	4	CLO2
6	Guardianship: Concept of Guardianship, Majority, Minority and Hijanat, Guardianship in Marriage, Guardianship of Property, Appointment of Guardian, Eligibility of Guardian, Powers and Functions of Guardians, Termination of Guardianship	6	CLO2
7	Maintenance: Concept of Maintenance Persons Entitled to Maintenance, Elaboration of Wife's Right to Maintenance, Effects of Dissolution of Marriage on Maintenance, Past Maintenance, Post-Divorce Maintenance, Loss of Right of Maintenance	4	CLO3
8	Heba/Gift: Definition, Nature & Essentials of Gift, Different Kinds, Revocation, <i>Heba bil ewaj</i> & <i>bi shartil ewaj</i> , Gift of <i>Musha</i> , Gift of Life Interest, Gift in Marz ul Mout, Registration and Proof of Gift/Heba	4	CLO3,

9	Will: Definition, Essentials, Procedure of Making Will, Limitation on Power of Making Will, Abatement of Will, Revocation of Will, Comparison with Gifts	4	CLO3
10	Preemption: Definition, Essentials, Objects, Persons Entitled to Preemption, Formalities to be Observed in Preemption Claims, Preemption against Non-Muslim, Loss of Right of Preemption etc.	4	CLO4
11	Wakf: Nature & Features, Legal Incidents, Kinds of Wakf, Wakif's Status as Beneficiary of Wakf, <i>wakf alal aulad</i> , Mutawalli, Qualifications, Appointment, Powers & Functions, Removal of Mutawalli,	4	CLO4
12	Inheritance: Administration of Estate, Basics of Islamic Rule on Succession, Different Classes of Heirs, Position and Portions of 12 Quranic Sharers, Residuaries, Distant Kindred, Different Theories- Awl, Radd, Umriyatan, Himariya	4	CLO4

Textbooks:

Fariduddin Ahmed & Surina Tarzid, *Muslim Family Laws in Bangladesh: A Brief Introduction*, 1st ed., Ahmed Tertiary Publication, Chittagong (2015)
M. Jasim Ali Chowdhury, *A Textbook on Muslim Personal Law (Based on case method)*, 3rd ed., Sufi Prokashoni (2020)

Reference Books & Materials:

Selina Alkter, *Muslim Law*, Hira Publication (2012)
Faiz Badruddin Tyabji, *Muslim Law: The Personal Law of Muslim in India and Pakistan*, (Tripathi Pvt. Ltd., Bombay, 4th ed. (1968)
Asaf A.A. Fayzee, *Outlines of Mohammadan Law*, Oxford University Press, Delhi, 4th ed. (2007)
Mulla's *Principles of Mohammedan Law*, 19th ed. By M. Hidayatullah, (1990)
Syed Khalid Rashid's *Muslim Law*, Revised by V.P Bhartiya, 5th ed., Eastern Book Company (2018)
Dr. Mohammad Ekramul Haque, *Islamic Law of Inheritance*, LCLS, 1st ed. (2009)

Course Title: Hindu and Christian Personal Laws
Course Code: LAW 04211203
Credit: 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction to Hindu Law -Foundational Knowledge and understanding of Hindu Laws in Bangladesh, Sources, Development of Hindu Law, Different Schools of Hindu law	6	CLO1
2	Marriage: Nature, Features, Essentials and Formalities of Hindu Marriage Different Kinds of Marriage, Their Effects, Comparative Aspects, Registration and Proof of Hindu Marriage, <i>factum valeat in Hindu marriage</i>	6	CLO2
3	Adoption: Concept, Nature, Objects of Adoption, Valid Requirements, Legal Effects etc.	4	CLO2
4	Guardianship: Concepts of Guardianship & Minority, Natural, Testamentary & Court Appointed Guardian, Powers & Functions of Guardians, Removal of Guardians, Cessation etc.	6	CLO2
5	Maintenance: Nature of Maintenance, Person Entitled to Maintenance, amount of Maintenance, Woman & Widow's Right of Separate Maintenance, Loss of Right of Maintenance	4	CLO2
6	Stridhan & women's property: Concept of Stridhan, Salient Features, kinds of Stridhan,, Hindu Woman's Right Over Stridhan, Women's Property, Comparison, Salient Features, Reversioners, Succession to Woman's Property	6	CLO2
7	Gift and Will: Definition, Essentials of Valid Gift, Mode of Making Gift, Gift to Unborn Person, Revocation of Gift Concept of will, essentials of will, kinds, Revocation of will, comparison of will and gift, Probate, Letter of Administration	6	CLO3, CLO4,
8	Endowment: Definition, Capacity to Endow, Essentials, What can be Endowed, Kinds of Endowments, Shebait, his Legal Position, Powers and Functions, Illusory Endowment	4	CLO3, CLO4
9	Hindu Joint Family: Concept of Joint Family, Coparcenary, Differences, Karta, Position of Karta, Powers & Responsibilities of Karta, Alienation of Joint Family Property, Partition	4	CLO3, CLO4
10	Hindu Succession: Administration of Estate, Basics of Hindu Succession, Different Classes of Heirs, Governing Principles of Hindu Succession, Difference between Dayabhaga & Mitakhsara Succession, Order of Priority in Succession, Rules of Distribution among Sapindas, Illustrations	4	CLO3, CLO4

11	Christian Law: Introduction; Meaning of Christian Law (Civil Law & Cannon Law) and Christian (Protestants and Catholics); Civil Christian Law as Practiced in Bangladesh; Reforms in Christian Personal Law in India and Bangladesh including the Debates relating to the Reform of Canon Law. Christian Law relating property: Gift and Wills; Law of Succession; Christian Law relating to Family Matters: Laws relating to Marriage; Divorce; Maintenance of Wife and Children; Adoption.	6	CLO5
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Textbooks:

Md. Azizul Haque, “*Hindu Law in Bangladesh: Theory and Practice*”, University Publications (2016)

Mohammad Ataul Karim, *Hindu law in Bangladesh: intersecting religion, tradition and Law*, Oriental Law publishing (2020)

Faustina Pereira, *Civil Laws Governing Christians in Bangladesh- A Proposal for Reform*, The South Asian Institute of Advanced Legal and Human Rights Studies (2011).

Reference Books & Materials:

Sir Dinshaw Fardunji Mulla, *Hindu Law* Lexis Nexis, 21st ed. (2013).

Mridul KantiRakshit, *The Principles of Hindu Law* Published by the Author, 3rd ed. (1985).

Tahir Mahmood, *Principles of Hindu Law (Personal Laws of Hindus, Buddhists, Jains & Sikhs)*,

Universal Law Publishing Co. Pvt. Ltd. (2014)

Werner Menski, *Hindu Law beyond Tradition and Modernity*, Oxford University Press, (2008).

Course Title: Law of Torts and Consumer Protection
Course Code: LAW 04211204
Credit: 4.0 Credit hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction to Tort: Definition and origination of Tort, essential elements of tort/characteristics; classification of Tort & relevant maxims; ways of committing tort; relation between tort & contract; relation between tort & crime; general defenses to tort; remedies for an action of tort.	9	CLO1
2	Of the Various Torts: Trespass- definition, classification (person and property), trespass <i>ab initio</i> Nuisance: -meaning, classification, exception Negligence- meaning, duty of care, contributory negligence Defamation- meaning, definition, classification, innuendo, exception Malicious abuse of proceeding- criminal and civil proceeding.	9	CLO1
3	Different tortious liability: Vicarious liability- meaning, ways of arising liability, ratification, relationship and abatement. strict and absolute liability- principle in Ryland vs. Fletcher Case, exception <i>scienter</i> rule- general rule, classification of animal, exception. Joint tortfeasor Application of tort in Bangladesh: Case study	9	CLO2
4	Duty of Care and Medical Negligence: The negligence test; Medical duty of care; Breach of duty; Case study. Snail in the bottle case; McDonald's hot coffee case; five-star hotel case in India; laser eye surgery; transfer of car ownership; Kingfisher told to pay 15000 for dirty water; Insurance firm indicted for unfair trade practices; etc. Discussion on contemporary cases.	6	CLO3
5	Consumer and Consumer Rights: Definition of consumer, Rights of a consumer, Consumer protection and consumer law, Aspects of consumer protection, Current status of legal protection to consumers in Bangladesh, Important aspects of the Consumer Rights Protection Act, 2009; Importance of the protection of consumer rights; How is a consumer protected; Why consumer protection is necessary; Responsibilities of the consumer; Parties to consumer protection. The Laws having Consumer Protection Implication; Other Laws Having Consumer Protection Implication	9	CLO4
6	Product Safety: Meaning of a safe product, ISO and BSTI, Responsibilities of Producers and Distributors, Obligation Producers. Product safety under Consumer Rights Protection Act, 2009. BSTI Ordinance. Product Safety under various laws	6	CLO5

7	Product Liability: Meaning of Product liability, Theories of product Liability; Strict Liability; Does Product Liability Make us Safer; The efficient safety reference point; Liability Criteria; Liability and Risk; Trends Innovation and New Product Development; Punitive Damages. Liability continues.	8	CLO5
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Text books:

Khaledur Rahman, *Consumer Law*
Ahamuduzzaman and Syeda Shamsia Husain, *Consumer Protection Law*
Dr. R.K Bangia -*Law of Torts*, Allahabad Law Agency (2012)
Dr. Mizanur Rahman, *Consumer Protection Law and the Swedish Approach*
M J Anthony, *Landmark Judgments on Consumer Protection*.

Reference Books & Materials:

Salmond: *Law of Tort*, 21th edition, Thomson professional publication C N, (1996) Professor
Dr. Nurun Nahar: *Law of Tort*, Bangladesh law Book Company (2011) Winfield: *Law of Tort*,
4th edition, by Professor Rogers (1984)
P.H. Winfield: *Text book on the Law of Tort*. 2nd edition by Percy Henry.
H. Street: *Law of Tort*. 14th edition, Oxford University Press (2015) Anirban Chakraborty, *Law
of Consumer Protection*, LexisNexis (2014)
Pr. Rakesh Khanna: *Consumer Protection Laws*. 1st edition, Central law Agency, New Delhi
(2008) Philip S J : *General Principles of the Law of Torts, Text and Materials*. Cambridge
University Press.
Anirban Chakraborty, *Law of Consumer Protection*, LexisNexis (2014)
Pr. Rakesh Khanna: *Consumer Protection Laws*. 1st edition, Central law Agency, New Delhi
(2008) Philip S J : *General Principles of the Law of Torts, Text and Materials*. Cambridge
University Press.

Course Title: Principles of Equity and Trust
Course Code: LAW 04211205
Credit: 4 Credit hours

SL NO	Course Content (as summary)	Teaching Hrs.	CLOs
1.	Law of Equity Common Law Origin and Development of Equity, Nature and Definition of Equity, Courts of Equity, Composition Powers and Functions of the Courts of Equity, Application of Equity Jurisdiction in Bangladesh.	6	CLO 1
2.	Relation between Law and Equity Equitable Estate and its Relation to Legal Estate, Maxims of Equity.	6	CLO 1
3.	Equitable Remedies Equitable Remedies, Specific Performance, Injunction and Receiver	6	CLO 1
4.	Nature and Definition of Trust; Origin and Development of Trust Classification of Trust; Creation of Trust ; Three Certainties	6	CLO 2
5.	Origin of Trust & Classification of Trust Nature and Definition of Trust, Origin and Development of Trust, Classification of Trust, Creation of Trusts	4	CLO 2
6.	Creation of Trust: Trust, Who may Create Trust, Who may be Beneficiary, Duty to Administer Trust according to its Terms,	6	CLO2
7.	Duties of a Trustee: Standard of Care, Skill and Caution, Appointment, Removal, Rights, Powers, Functions, Duties, Liabilities and Disabilities of Trustees	6	CLO2
8	Beneficiary: Rights and Liabilities of the Beneficiaries, Remedies of the Beneficiaries	4	CLO3
9	Breach of Trust and Remedies for breach of trust	4	CLO4
10	Revocation and Extinction of Trust, Fiduciary Relations, Doctrine of Cypruss	8	CLO5

Text Books:

B. M. Gandhi, *Equity, Trust and Specific Relief* (4th Edition, Eastern Book Company, 2014)
D. D. Basu: *Equity, Trust and Specific Relief*

Reference Books & Materials:

Elmer Donan , *Equity and Trust Textbook* (16th Edition, HLT Publications, 1994)
F. W. Maitland, *Equity: A Course of Lectures* (Reissue Edition, Cambridge University Press, 2011)
G. W. Keeton, *An Introduction to Equity* (2nd Edition, Pitman, 1948)

G. W. Keeton and L. A. Sheridan, *The Law of Trusts* (11th Edition, Sweet & Maxwell Ltd, 1989)

H. G. Hanbury: *Modern Equity* (12th Edition, Stevens, 1985) Sarder Iqbal Khan: *Law of Trusts*

Sir A. Underhill, *Law of Trusts* (12th Edition, Butterworths, 1970)

Edmund Henry Turner Snell, *Principles of Equity* (Book on Demand Ltd., 2013)

Course Title: Constitutional Law of Bangladesh

Course Code: LAW 04212101

Credit: 4.0 Credit hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction: Definition, scope and nature of Constitution and Constitutional Law. Various principles of constitutional law and basic concept of the constitution. General theories & principles of Rule of Law, Separation of Powers and Classification of constitution.	6	CLO1
2	Concept of Responsible Government. And Ministerial Responsibility. Constitutional Supremacy and Parliamentary Supremacy.	6	CLO1
3	Introduction to Bangladesh Constitution: Historical Background, The Proclamation of Independence, Basic Characteristics, Preamble and its implication.	6	CLO1
4.	Fundamental Principles of State Policy under the Constitution of Bangladesh and its justifiability.	8	CLO2
5	Fundamental Rights under the Constitution of Bangladesh and its enforcement. The Executive: The President-Election, status, Powers and Functions, Ordinance making power of the president, Impeachment.	6	CLO2
6	The Prime Minister and the Cabinet, Pro-visions relating to Local Government. Parliament: Power and extent of legislative authority, formation, duration, functions of parliament, qualification and disqualification of members of parliament, vacation of seats, reservation seats for women, floor crossing and law-making procedure.	6	CLO3
7	The Judiciary: composition, structure, jurisdiction and powers of Supreme Court, appointment of judges, independence of judiciary, Supreme Judicial Council, Writs and its Classification, judicial review and judicial enforcement, Administrative Tribunal	6	CLO4
8	Election Commission.: Composition, powers and functions of the Election Commission, Public Service Commission, Doctrine of pleasure, Emergency provisions under Bangladesh Constitution.	6	CLO4
9	Amendment: Amendment procedure of Bangladesh Constitution, Glimpse on all amendments, 8 th Amendment and Basic Structure Doctrine. Case study: Status of International Treaty under the Constitution of Bangladesh.	6	CLO5

Text books:

Sarkar Ali Akkas: *Principles of Constitutional Law*
 Mahmudul Islam: *Constitutional Law of Bangladesh.*

Reference Books & Materials:

Ali Ahmed: *Theory and Practice of Bangladesh Constitution.*
 Justice Mustafa Kamal: *Bangladesh Constitution: Trends and Issues*
 The Constitution of the People's Republic of Bangladesh Mahmudul Islam: *Constitutional Law of Bangladesh*
 AKM Shamsul Huda: *The Constitution of Bangladesh Volume I & II.*
 Justice Latifur Rahman: *The Constitution of the People's Republic of Bangladesh*
 Md Abdul Halim: *Constitution, Constitutional Law and Politics: Bangladesh Perspective*
 F.K.M.A. Munim: *Rights of the Citizen under the Constitution and Law*
 Barnett Hillarie: *Constitutional & Administrative Law*
 A. V. Dicey: *An Introduction to the Study of the Law of the Constitution.*

Course Title: Constitutional Law of UK and USA**Course Code: LAW 04212102****Credit: 4 Credit hours**

SL NO	Course Content (as summary)	Teaching Hrs.	CLOs
1.	Constitutional Law of the UK: Introduction: Short history of the development of the British Constitution and Basic features of the British Constitution. Sources of the British Constitution. The British Monarchy: Evolution of the British Monarchy, legal status, powers and functions of the Monarch.	10	CLO 1
2.	Conventions of the British Constitution: Nature, importance purposes and legal status of constitutional conventions and Royal Prerogatives: historical evolution, features and types of royal prerogatives, control over prerogatives, recent changes and trends of prerogatives. The Parliamentary Supremacy: Meaning and extent of the supremacy, limitations of the supremacy, Parliamentary privileges, position of parliamentary supremacy in the context of European community law and The Ministry, Cabinet and the Ministerial Responsibilities.	12	CLO 2
3.	Doctrine of Separation of Powers and Rule of Law. The Parliament: Structure, powers and functions of the House of Commons and House of Lords and Fundamental Rights and judicial review in the British Constitutional practice l	8	CLO 2

4.	Constitutional Law of the USA: Introduction: Short history of the emergence of USA and development of US Constitutional System and Characteristics of the US Constitution; Constitutional Rights, Amendments	8	CLO 3
5	The Legislature: Structure, Powers and Functions of the American Congress, Role of Congressional Committees, Senate and House of Representatives. The Executive: Presidential Election, powers and functions of the President, impeachment of the President, Vice-President, the cabinet and executive departments.	10	CLO 4
6.	The Judiciary: The Supreme Court of the USA, History of the Court, mode of appointment of the judges, working of the Court, jurisdiction of the court, power of judicial review. The Structure, jurisdiction and functions of the lower courts, state Courts. Bills of Rights under the Constitution of USA and Separation of Powers.	8	CLO4

Text Books:

A.V. Dicey; *Introduction to the Study on the Law of Constitution*. M.A.Malik, *Outlines of the Constitution of the United States of America* Durga Das Basu, *Introduction to the Indian Constitution*.

Reference Books & Materials:

Anup Chand Kapoor: *Select Constitution*
Jennings: *The Law and the Constitution*
Hood Philips: *Constitutional Law and Administrative Law*
Wilioughby: *The Constitutional Law of United States*
Md Abdul Halim: *Constitutional Law of UK*.

Course Title: Criminology
Course Code: GED 03192103
Credit: 4.0 Credit hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction to Crime: The Concept of crime, Characteristics of crime, Classification of crime, Intention and Motive, Concept of Sin, Distinction between crime and sin.	6	CLO1
2	Introduction to criminology: Origin and definition of Criminology, Nature and scope of criminology, Criminal Law- Its Nature and Elements, Purpose and principles of criminal Law	6	CLO1
3	The Schools of criminology- Pre-Classical School, The Classical School, Neo- classical school, Clinical School of criminology, The new criminology	6	CLO1
4.	Causation of Crime- Heredity and Crime, Mental Disorder and criminality, Psychological concept of crime, Sociological theory of crime, Sutherland's theory of differential Association, Crime and Economic Conditions, Marxists Theory, Bonger's Economic Theory of Criminality, Drug Addiction and crime	8	CLO2
5	White Collar Crime: Definition and criticism of white-collar crime, Classification of white collar crime , Blue Collar Crime, Difference between white collar crime and blue collar crime, white collar crime in Bangladesh	6	CLO3
6	Juvenile Delinquency: Meaning of juvenile delinquency, causes and effects of juvenile delinquency, juvenile justice system, laws regarding juvenile justice system etc., Discussion on Children Act, 2013	6	CLO4
7	Female Criminality: Origin of Female criminality, Sigmund Freud on female criminality, Development of feminist criminology, Gender and Crime, Female Criminality in Bangladesh. Women and Domestic violence.	6	CLO4
8	Punishments: Theories of Punishment, Their Criticism, Different types of punishments, Capital Punishment.	6	CLO4
9	The Police System: Police in different countries, Interpol, Police in Indian Sub- Continent, Police in Bangladesh, Functions of Police, The condition and Problems of Police in Bangladesh, Supreme Court of Bangladesh on Police Abuses.	6	CLO5

Textbooks:

Shaikh Rajib Hossain and Mohammad Belayet Hossain (Galib), *Lectures on Criminology and Penology*, (1st Edition, 2015, Roots 99 Publications).
Prof. N.V. Paranjape, *Criminology and Penology*, 14th Edition.
Karzon Sheikh Hafizur Rahman; *Theoretical and Applied Criminology*

Reference Books & Materials:

- Thomas J. Bernard, Jeffrey B. Snipes, Alexander L. Gerould, George B. Vold, *Vold's Theoretical Criminology* (7th Edition, Oxford University Press, 2015)
- Howard Jones, *Crime and the Penal system* (3rd Revised edition, University Tutorial Press, 1965)
- Richard R. Korn and Lloyd W. Mccorkle, *Criminology and Penology* (1st Edition, New York: Holt 1967)
- Edwin Hardin Sutherland and Donald R. Cressey, *Principles of Criminology* (5th Edition, Lippincott, 1955)
- Winifred A. Elkin, *The English Penal system* (Penguin, 1957)
- W. C. Reckless, *The Crime Problem* (Appleton-Century-Crofts, 1961)
- Cyril Bart, *Young Delinquent* (Gale, Making of Modern Law, 2010)
- D.H. Stott, *Delinquency and Human Nature* (1st Edition, Carnegie United Kingdom Trust, 1950)

Course Title: Islamic Law of Inheritance
Course Code: LAW 04212104
Credit: 4.0 Credit hours

SL NO	Course Content	Teaching Hours	CLOs
01	Introduction: Meaning of Law of Inheritance, Nature and scope of the Law of Inheritance, the Importance of the law of Inheritance, Applicability of Islamic Law of Succession in Bangladesh	06	CLO1
02	Classification of Heirs: Different classes of heirs, Brief concept on Primary heirs, substitute heirs and secondary heirs. List of Quranic sharers, Order of priority of the heirs.	06	CLO2
03	Rule of Exclusion: Different kinds of residuary heirs, Al-Jabari's rule for determining the priority of the residuary heirs.	06	CLO2
04	Administration of Estate: Meaning of Administration of Estate, Pre-requisites for Distribution of Property, Impediments to Succession. Applicability of those impediments in Bangladesh.	06	CLO3
05	Doctrine of Representation: Basic concept on the doctrine of representation. Applicability of the doctrine in Bangladesh, Case solution, Comparison among different countries following the doctrine.	06	CLO3
06	Distribution of Property: Basic concept on doctrine of Tasib, successors to whom the doctrine is applicable, doctrine of Radd, doctrine of Awl. Application of these doctrines in practice.	06	CLO4
07	Doctrine of Umariyya and Himariyya: Basic concept on doctrine of Umariyya, successors to whom the doctrine is applicable, doctrine of Himariyya, Application of these doctrines in practice.	06	CLO4
08	Transfer of Property: Basic concept on Will, Gift and Waqf, different kinds of Gift, Requirements for the validity of the transaction under Muslim law and Laws applicable in Bangladesh.	06	CLO4

Text books:

N.J.Coulson, Succession in the Muslim Family Law
Dr. Mohammad Ekramul Haque, *Islamic Law of Inheritance*, LCLS, 1st ed. (2009)
Faustina Pereira, *Civil Laws Governing Christians in Bangladesh- A Proposal for Reform*, The South Asian Institute of Advanced Legal and Human Rights Studies (2011).

Reference Books & Materials:

Faiz Badruddin Tyabji, *Muslim Law: The Personal Law of Muslim in India and Pakistan*, (Tripathi Pvt. Ltd., Bombay, 4th ed. (1968)
Asaf A.A. Fayzee, *Outlines of Mohammadan Law*, Oxford University Press, Delhi, 4th ed. (2007)

Mulla's Principles of Mohammedan Law, 19th ed. By M. Hidayatullah, (1990)
Syed Khalid Rashid's Muslim Law, Revised by V.P Bhartiya, 5th ed.,
 Eastern Book Company (2018) Mridul Kanti Rakshit, *The Principles of Hindu Law*, Published by the Author, 3rd ed. (1985).
 Tahir Mahmood, *Principles of Hindu Law (Personal Laws of Hindus, Buddhists, Jains & Sikhs)*,
 Universal Law Publishing Co. Pvt. Ltd. (2014)

Course Title: History of Emergence of Bangladesh

Course Code : GED02222105

Credit : 3 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Formation of India & Pakistan, 1947& East Bengal as a part of Pakistan: Differences (Territorial, Political, Ideological & cultural, Language, Ratio of People) and discrimination in the two parts of the same Country.	4.5	CLO1
2	Language Controversy and Language Movement, 1952: Suppression of the people of East Bengal in case of language and rise of the Language movement, Importance of the movement.	3	CLO2
3	The Election of United Front, 1954, the Constitution Movement, 1956 & Education Movement, 1962 Key factors & Importance of the movements and foundation of Awamilegue.	3	CLO2
4	Six Point Movement, 1966 & Agartala Conspiracy Case, 1968 Six point, Its significance, Political impact, Analysis of the conspiracy case and its importance,	3	CLO2
5	Mass Uprising, 1969, Bangabondhu- Title given to Sheikh MujiborRahman, Cyclone of 1970's & response to it, General Election of 1970's: Key factors of Mass Uprising, 1969 and its impact, Role of Bangabondhu Sheikh MujiborRahman, Response towards 1970's cyclone by the then Government and different political leaders, General election of 1970 and its importance.	6	CLO 2
6.	Liberation War of Bangladesh: 3 rd March: read out of the 'Sadhinotar Ishtehar', 7 th March Speech by Bangabondhu and Its Impact & Importance, Operation Searchlight and Declaration of Independence	6	CLO3
7.	Provisional Government and others: Mujibnagar Govt. on 10 th April 1971 and Its role & Importance, Muktibahini, Sectors in Liberation War & Military plans for Liberation War of Bangladesh, Involvement of India, Air and naval war and Operation Jackpot.	3	CLO3

8.	Role of Literature & Culture in the Liberation War of Bangladesh: Concert for Bangladesh and International concern, Mass Killing of Intellectuals of Bangladesh on 14 th December, 1971	6	CLO4
9.	Instruments: Instrument of Surrender& Diplomatic Recognition of Bangladesh, Shimla Agreement,1972, Rajakars& Punishments after Independence, Arrival of the Provisional Government of Bangladesh and aftermaths, Reaction of the World General Information on Bangladesh: Territorial Limits, formation of the Constitution of Bangladesh, National Anthem, Awards and titles, National days, Role of Bangabandhu and other Patriotic persons in Liberation War etc.	6	CLO5

Textbooks:

Dr. Mohammad Mahbubur Rahman, *History of Bangladesh: 1947-71* (Bangla), Somoy Prokashan, 8th printed (2017)
 Palgrave Macmillan, *The Emergence of Bangladesh: Interdisciplinary Perspective*, edited by Habibul Khondker

Reference Books & Materials:

Ghose, Shyamoli, *The Awami League 1947-1971*. Academic Publishers, (1990) Islam, Sirajul, editor, *History of Bangladesh*. Vol-1. Asiatic Society of Bangladesh, (1997) Mascarenhas, Anthony, *Bangladesh: A legacy of Blood*. Hodder & Stoughton (1986) Rahman Sheikh Mujibur, *The Unfinished Memoirs*. UPL (2012)
 Abul Mal Abdul Muhit, *Bangladesh: Emergence of a State*, Sahitto Prokashan (2000)
 Sheikh Mujibur Rahman; *Osomaptotojiboni (Bangla)*
 Muntassir Mamoon; *The Vanquished Generals and Liberation War of Bangladesh*

Course Title: Labour Law
Course Code: LAW 04212201
Credit: 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Labour Law: General principles of labour laws, Development of labour laws during British, Pakistani and Bangladeshi period prior to the codification of 2006.	4	CLO1
2	Workers and their Classification: Definitions incorporated in the Labour Act, 2006.	4	CLO1
3	Employment and conditions of employment: Conditions of employment, classification of workers, appointment letter and identity card, service record, register of workers and its contents, leave procedure, stoppage, closure, lock-out, lay-off, death benefit, retrenchment, discharge, misconduct and its punishment, procedure for punishment, termination by employer, termination by worker, retirement of worker, provident fund, eviction from residence, grievance procedure.	8	CLO1
4	Employment of young workers: Prohibition of employment of children and adolescents, Fitness certificate, Medical examination, Employment of adolescents in hazardous tasks, Working-hours of adolescents, Exemptions. Wages: Responsibility of Payment of Wages, Wage Period. Fixing of Right of Wages, Payment of Wages, and Responsibility of Payment of Wages Claims out of Deductions from Wages.	4	CLO2
5	Leaves & Holidays: Substantive Provisions for Leave and Holiday, Procedure of Application and Permission of Leave, Effect of Unauthorized Leave, Various Kinds of Leaves, Right to Lien.	4	CLO2
6	Termination of Employment: Grounds of Discharge, Dismissal and Termination, Procedure, Compensation of the Workers for Discharge,	8	CLO2
	Dismissal and Termination, Suspension, Grievance Procedure, Penalties and Procedure, Lifting Veil of Termination.		
7	Employment of Adolescent & Child Labor: Definition of Children, Adolescent and Adult, Rules with Regard to Adolescent, Prohibition on Employment of Adolescent, Certificate of Fitness, Working Hours of Children, Power to Require Medical Examination, Prohibition of Employment of Adolescent in Some Works, Exception in Certain Cases of Child labour.	4	CLO3
8	Establishment Law: Working hours, Provision for Health and Hygiene, Penalties, Safety Issues for the Workers and Workplaces.	4	CLO3
9	Maternity Benefit: Prohibition of Employment of Pregnant Woman, Right to Maternity Benefit, Procedure of Payment of Maternity Benefit, amount of Maternity Benefit, no Termination of Women in Certain Cases.	4	CLO3

10	Worker's Compensation: Accidents and Diseases, Compensation of the Workers in Case of Accidents and Disease, Fatal Accidents, Employers Liability for Compensation and , the Procedure for its Determination, The Functions of the Commissioners.	4	CLO4
11	Industrial Relations: History of Trade Union Movement, Role, Functions and Utility of Trade unions, Registration of Trade Unions, Rights and, Unfair-Labour Practices.	4	CLO4
12	The Labour Court & Labour Appellate Tribunal: Constitution, Functions and Powers of Labour Courts and the Labors Appellate Tribunal, Labour Policy of the Government, Penalties and Procedure	4	CLO4

Textbooks:

Nirmalendu Dhar: *Labour and Industrial Laws in Bangladesh*, 3rd ed. By A.K.M Nasim, ReMiSi Publishers (2016)
Abdul Halim, *Text Book on Bangladesh Labour Code*, Beacon Publications, Dhaka (2020)

Reference Books & Materials:

A. A Khan, *Labour and Industrial Law*, 1st ed., Udayan Library, Dhaka (2008)
Dhaka Law Reports (DLR): Bangladesh Labour Code

Governing Legislations:

Bangladesh Shromo Ain, 2006 The Factories Act,1930
The Industrial Relations Ordinance, 1969
The Employment of Labour (Standing Order) Act,1965 The payment of Wages Act,1936
Aikin L and Reid: *Employment, Welfare and Safety at Work*

Course Title: Law of Transfer of Property and Registration
Course Code: LAW 04212202
Credit: 4.0 Credit hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction: Historical Background of Transfer of Property Act, Objectives of the Act, Concept and scope kinds of properties, transferrable property, principle and accessory rights, written and oral transfers, restraints on alienation.	6	CLO1
2	Perpetuities, transfer to a class, doctrine of acceleration, vested and contingent remainders, conditional transfers,	6	CLO1
3	Conflict of right between parties-priority of rights and notice, transfer by limited owners, ostensible ownership, ownership by estoppels, lis-pendens, meaning of pendency conditions for the rule to apply, The doctrine of Part Performance, English Law and conditions, Bangladesh law.	6	CLO1
4.	Mortgage: general characteristics and requisites- types of mortgages, principles that apply to mortgages, definition and transfer of an interest.	4	CLO2
5	Mortgagor's rights (subrogation, marshaling and contribution), differences between charges and mortgage.	4	CLO3
6	Lease: Different kinds of tenancies, rights and liabilities of lessor and lessee, duties of lessor and lessee, determination of lease.	6	CLO4
7	Sale: Definition of sale, parties to sale, passing of ownership, disclosures, title deeds, discharge of encumbrances, payment of price, remedies before and after conveyance, unpaid vendor's charge, encumbrances and court sales.	6	CLO4
8	Gifts, Exchange and Actionable Claims: Definition of gifts and kinds (conditional gift, onerous gift), Concept of exchange, definition of actionable claims.	6	CLO4
9	Historical Background of the Registration Act, Objectives of the Act Definitions, objectives and importance of registration. Registrable Documents: Compulsory and optional registration.	4	CLO5
10	Time and Presentation: Time of Presentation of document for registration; place of registration; Effect of Registration and non-registration.	4	CLO5
11	Deposit and Disposal of Wills; Destruction of Wills. Duties and Power of Registering Office. Remedies in the event of refusal of registration; penalties.	4	CLO5

Textbooks:

S.N Shukla, *Transfer of Property Act*
N.H Jhambhala, *Transfer of Property Act*
Dr. S.M. Hasan Talukder, *Law of Transfer of Property*
Showkat Mahmood: *Registration Act*
A. A. M. Moniruzzaman: *The Registration Act*

Reference Books & Materials:

Govt. Publication, *Transfer of Property Act, 1882*
H. S. Gaur: *Commentary of Transfer of Property Act*
G.C.V. Subbarao: *Commentary on Transfer of Property Act*
Mulla on *Transfer of Property Act*
R.K. Sinha: *The Transfer of Property Act*
Dr. Poonam Pradhan Saxena: *Law of Transfer of Property*

Course Title: Principles of Taxation
Course Code : GED 04112203
Credit : 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Tax & Taxation: Characteristics, Objectives, Canons of Taxation, Classification of Tax, Role of Tax in the Development of the Country, Sources & Development of Tax Related Laws	6	CLO1
2	Basics of Income Tax: Income, Income Tax, Features of Income & Income Tax, Income in the Sense of Tax Authorities, Income Tax Ordinance, 1984, Income Tax authorities, Procedure	6	CLO1
3	Classification of Income, Exemptions and Allowances: Classification of Income, Assessable Income, Non-Assessable Income, Tax Exempted Income, Tax Credit Income, Investments Allowances	6	CLO1, CLO2
4	Assesse & Residential Status: Who is Assesse, Person required to File Income Tax Return, Classification of Assesse on the Basis of Residential Status, Effect of Residential Status on Taxation, Methods of Determining Residential Status, Classification of Income on the Basis of Residential Status	4	CLO2
5	Miscellaneous Income Tax Issues: Income Year, Assessment Year, Tax Rate, Determination of Income Year and Assessment Year, Determination of Total Income and Tax Liability, Income Tax Return	6	CLO2
6	Sources of Assessable Income and rules of computation of total income from different sources of income: Income from Salary, Income from House Property, Income from Securities, Income from Agriculture, Income from Business and Profession, Income from Capital Gain, Income from other Sources	10	CLO2
7	Income Tax Offences & Penalties: Offences and Prosecution, Penalties, Imposing Authorities, Conditions to Impose Penalties, Tax Evasion and Tax Avoidance, Mechanism to Prevent Tax Evasion	4	CLO3
8	Income Tax Authorities: Administrative Authorities NBR, DCT, Tax Recovery Officers etc., Judicial Authorities- Commissioner of Taxes- Appeal, Appellate Joint Commissioner of Taxes, App Additional Commissioner of Taxes, Appellate Tribunal etc.	6	CLO3

9	Miscellaneous Issues of Taxation: Gift Tax, Double Taxation, Remedies, Set off, Carry Forward etc. Tax Holiday Scheme.	6	CLO4
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Textbooks:

Nikhil Chandra Shil, *Bangladesh Income Tax*, 16th ed., Dhaka (2024)
 Monjur Murshed , *Textbook on Taxation in Bangladesh*, 19th ed., Padma Prokashani, Chittagong (2021)

Reference Books & Materials:

H. Shaha Dutullah, *Income Tax* Mohidul Islam, *Income Tax* Sampatlyenger, *Law of Income Tax*
 The Income Tax Act, 2023
 The Value Added Tax and Supplementary Duty Act, 2012
 The Custom Acts 1969, 2014, 2023
 The Gift Tax Act, 1990
 The Agriculture Income Tax Act, 1944
 The Estate Duty Act, 1950

Course Title: Business Law
Course Code: LAW 04212204
Credit: 4 Credit hours

SL NO	Course Content (as summary)	Teaching Hrs.	CLOs
1.	Introduction to Business Law, Nature, Scope, History, Sources, Examples. Law of Agency: Meaning of Agency, Who is an Agent, Who is the Principal, Appointment and Authority of Agents, Laws, relating to agency, Agency by ratification, Revocation of authority of agent, Termination of agency, Rights and Liabilities of the agent and principal.	8	CLO1
2	Law of Partnership: Nature of Partnership, Relations of partners to one another, incoming and outgoing partners, dissolution of a firm, Relations of partners to third parties, The Partnership Act, 1932	8	CLO2
3	Law relating to Sale of Goods: Definition of Buyer, Seller, Goods, Price; Types of Goods, Contract for sale of Goods, Sale and Agreement to Sell, Stipulation of Sale, Implied Conditions and Warranties Condition treated as Warranty, <i>Nemo quod qui non habet</i> , Doctrine of <i>Caveat Emptor</i> , Performance of Contract of Sale/ Rules regarding delivery, Rights and Duties of the Seller, Rights and Duties of the Buyer, Rights of Unpaid Seller, Rights and Duties of the Seller and Buyer, Lien and stoppage in transit, Consequences of breach of contract of sale, Provisions of auction sale.	8	CLO2

4	The Negotiable Instrument Act, 1881: Definition & features of Negotiable Instruments, Promissory Note, Bill of Exchange, Cheque, Holder and Holder in Course, Banker's Draft, Acceptance and Negotiation, Endorsement, Rights and liabilities of parties, Payment of Negotiable Instruments, Discharge of parties from liability, International Law on Negotiable Instruments, Utility of Negotiable Instruments in International Commercial Transaction, Dishonor of Negotiable Instrument, Cheque Dishonour Case, Hundis.	8	CLO2
5	Law of Carriage of Goods: Carriage of Goods by Land, Carriage of	6	CLO2

	Goods by Sea, Carriage of Goods by Air.		
6.	Law of Insolvency and Insolvent: Insolvency and Insolvent, Insolvency Legislation, Object of Insolvency Legislation, Insolvency Court, Special Powers of the Court, Acts of insolvency, Procedure of adjudication, Declaration of insolvent, Legal effects of the order of the adjudication, Duties of the Debtor, Doctrine of reputed ownership and relation back, Official Assignee or Receiver, Annulment of the order of the adjudication, Discharge of the Insolvent	6	CLO3
7.	Arbitration and Arbitration Agreement: Arbitration, Arbitration Legislation, Object of Arbitration Legislation, Arbitration agreement, Effects of arbitration agreement, Matters of arbitration, Methods of arbitration, Arbitrator and Umpire, Award, The Arbitration Act, 2001: An analysis, Objectives, Definition clause, International Commercial Arbitration and its aspects. Composition and Jurisdiction of Arbitral Tribunal, Appointment of arbitrators, Conduct of arbitral proceedings, Recognition of Arbitral Award, Recognition and Enforcement of Foreign Arbitral Award.	6	CLO4
8	Law of Insurance: Meaning of insurance, Rules regarding Insurers, Rules relating to Investment, Loans and Management, Rules relating to Amalgamation and Transfer of Insurance Business, rules relating to Assignment of Policies and Nominations, winding up etc.	6	CLO5

Text Book:

Khaledur Rahman, *Business Law*, 3rd Edition, Law Palace, Dhaka.
Arun Kumar Sen and Jitendra Kumar Mitra- *Commercial Law (including Company Law) and Industrial law*, 24th Edition, The World Press 2008, Kolkata India.

M.C. Kucchal- Vivek Kucchal, *Elements of Business Laws*, Vikas Publishing

Dr. A. S. M. Tariq Iqbal, *Business Law in Bangladesh: Theory and Practice*, Sufi Prokashoni, Dhaka, Bangladesh, May 2019, 1st Edition.

Statutes:

The Negotiable Instruments Act, 1881
The Sale of Goods Act, 1930
The Partnership Act, 1932
The Insurance Act, 2010
The Insurance Development and Regulatory Authority of Bangladesh Act, 2010
The Insurance Corporation Act, 2018
The Arbitration Act, 2001
The Bankruptcy Act, 1997
The Carriers Act, 1865
The Bills of Lading Act, 1956
The Carriage of Goods Act by Sea, 1925
The Railways Act, 1890
The Carriage by Air (Montreal Convention) Act, 2022

Reference Books & Materials:

Avtar Singh- *Business Law: Principles of Mercantile Law*, 9th Edition, Eastern Book Company. Charlesworth- *Business Law*, 16th Edition, Paul Dobson.
Asaduzzaman- *A Text Book on Business Law of Bangladesh*, 3rd Edition, ational Law Book House

Course Title: Land Laws of Bangladesh
Course Code : LAW 04212205
Credit : 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction to Land Law: - Nature and Sources of land law, Development of Land Law and Land Administration, Statutory Scheme covering land related issues	4	CLO1
2	Land Administration in Bangladesh: Union Land Office, Upazila Land Office, District Collectorate, Collectorate of Divisional Commissioner, Board of Land Administration, Ministry of Land, Land Survey Tribunal, Appellate Tribunal	6	CLO1
3	Acquisition by the State of Rent- Receiving and Other Interest: State Acquisition and Tenancy Act, 1950, Objects of the Act, Acquisition by the State, what were and were not Acquired Modes of Acquisition, Preparation of Record- of- Rights, Assessment of Compensation for the Acquisition by the State, Retainable, Non Retainable Lands, Legal and Judicial Response to Abolition of Zamindari	8	CLO1
4	Khatian/Record of Rights: Khatian, Kinds of Khatian, History of Preparation, Preparation of Record of Rights, Contents or Khatian, Correction, Mutation, Revision of Khatian, Evidenciary Value of Khatian.	4	CLO2
5	Rights and Liabilities of the Raiyats (Maliks): Chapter 13 of the State Acquisition and Tenancy Act, 1950, Right to Occupy and Use the Land, Extinguishment of Interest, Diluvion and Alluvion, Rights to Transfer, Prohibition on Subletting, Mortgage of the Holding, Right to Pre-emption, Right of Aboriginals.	8	CLO2
6	Other Incidents of Holding: Amalgamation, Consolidation, Sub-Division of Holding, Acquisition of Excess Land by Inheritance, Complete Usufructuary Mortgage	4	CLO2
7	Preemption: Definition, Purposes, Sources of Pre-emption, Pre-emption under Muslim law, Preemption under SAT Act, Preemption Under NAT Act, Differences between Preemption under Various Laws	4	CLO3
8	Non- Agricultural Tenancy Act: Objects of the Act, Classes of Nonagricultural Tenants, Manner of Use of Nonagricultural Land, Ejectment of Nonagricultural Tenants	4	CLO3
9	Incidents of Holding under NAT Act: Transfer of Holding, Preemption, Improvement, Appeal	4	CLO3

10	Acquisition and Requisition of Land: Laws Governing Acquisition and Requisition, Procedure for Land Acquisition, Land Allocation Committee, Field Verification, Acquisition Proceedings, Bar to Jurisdiction, Claim for Compensation, Procedure for Requisition, Arbitration.	4	CLO4
11	Law of Abandoned Property: History of Abandoned Property Law in Bangladesh, President order No.16 of 1972, Meaning of Abandoned Property, Control and Management of Abandoned Property, Grievance Procedure, Sanction against Unauthorized Possession, Disposal of Abandoned Property	4	CLO4
12	Land Reform Act, 2023: Ceiling of Holding of Agricultural Land, Prohibition of Benami Transfer, Barga Contract, Bargadar, Rights of Bargadar, Termination of Barga Contract	4	CLO4

Textbooks:

Mohammad Towhidul Islam, *Land Law: Text, Cases & Materials*, 2nd ed., Dhaka (2018)

Mohammad Iqbal Hossain, *A text Book on Land Law*, 1st ed., Sui Juris, Chittagong (2015)

Nirmal Chandra Paul, *Land Laws of Bangladesh*

Reference Books & Materials:

Dr. L. Kabir (Vol. 1-4), *Land Laws of Bangladesh*, Dhaka

A. A Khan, *Land Laws of Bangladesh*, 4th ed., Bangladesh Law Book Com., (2018)

T Hussain, *Land Rights in Bangladesh: problems of management*, University Press Ltd., Dhaka (1995) Kazi Ebadul Haque, *.Bhumi Ain O Bhumi Babosthar Kromobikash*, Bangla Academy, Dhaka (2000) Gazi Shamsur Rahman, *Bhumi Ainer Bhasso* (Bangla) Khushruj Kitab Mahal, Dhaka (2012)

Course Title: Law of Specific Relief, Limitation and PDR

Course Code: LAW 04213101

Credit: 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Specific Relief: - Definition, Scope, Modes of Granting Specific Reliefs, Not Granted to Enforce Penal Code, Development of Specific Relief	4	CLO1

2	Recovery of Possession: Recovery of Possession of Immovable Property, Suit by Person Disposed, Recovery of Possession of Movable Property, When Specific Delivery of Movable Property may be Ordered	6	CLO1
3	Specific Enforcement of Contracts: Contract which can be Specifically Enforced, which Cannot be Specifically Enforced, Persons against whom Contracts may be Specifically Enforced, Discretion and Powers of the Court	4	CLO2
4	Instruments: Cancellation of Instruments, Rectification Instruments, Rescission of Contracts	6	CLO2
5	Declaratory Relief: Declaration Suit, Declaratory Decrees as Specific Relief, Further Relief and Consequential Relief	6	CLO2
6	Injunction: Definition, Types- Perceptual & Mandatory, When Temporary Injunction may be Granted, When not to be Granted, Mandatory Injunction	4	CLO2
7	Introduction to Law of Limitation: Limitation and Prescription, Object, Interpretation and Application of Statute of Limitation, Waiver of Limitation, Limitation of Suits, Appeal, Application etc.	4	CLO3
8	Computation of Period of Limitation: Condonation of Delay, Grounds of Exemption, Extension of Period of Limitation, Suspension of Limitation, Exclusion of Time from Computation of Limitation	4	CLO3
9	Effect of Some events on Computation of Limitation: Effects of Acquisition of Ownership by Possession, of Assignment of Interest, of Acknowledgment, of Death, of Fraud, of Payment of Debt	4	CLO3
10	Acquisition of Ownership by possession: Easement, Adverse Possession, Extinguishment of Right to Property, Prescription Schedule to Limitation Act, 1908	4	CLO3,
11	Introduction to PDR, Filing, Service and Effect of Certificate and Execution of Certificate: Filing of Certificate for Public Demand Payable to Collector, Requisition for Certificate in other Cases, Filing of Certificate on Requisition, Service of Notice, Effect of Service of Notice of Certificate, Special provisions relating to Certificate for the Recovery of Certain Dues, Persons who may Execute Certificate, Transmission of Certificate to another Certificate-officer for Execution, When Certificate may be Executed	6	CLO4,
12	Certificate Sale: Application to set aside Sale of Immovable Property on Deposit, Application to Set aside Sale of Immovable Property on Ground of Non-Service of Notice or Irregularity, Application by Purchaser Resisted or Obstructed in Obtaining Possession of Immovable Property, Power to Arrest and Detention, Release from Arrest and Re-arrest, Detention.	4	CLO4

Textbooks:

Showkat Mahmood- *Specific Relief Act, 1877*

S.A. Naim: *The Law of public Demand Recovery*, 3rd ed., University Publications, Dhaka (2018) Barrister Md. Abdul Halim: *The Law of Limitation and Prescription in Bangladesh*, Beacon Publications (2020)

Reference Books & Materials

Annand & Iyers: *The Law of Specific Relief* Syed Akbar Raja, *Specific Relief Act, 1877 DLR: Specific Relief Act*
 R. Mitra, *Law of Limitation*
 Mulla- *Indian Limitation Act.*
 Md. Jahirul Islam, *The Law of limitation*
 Aminul Islam & Imtiaz Ahmed, *Registration and Limitation*
 DLR: *Limitation Act*
 DLR -Public Demand Recovery Act
 Khandakar Imdadul Hasan, *Public Demand Recovery Act (Application and Interpretation)*
 Sultan Ahmed, *The Public Demand Recovery Act*
 S C Sarkar, *Public Demand Recovery Act*

Course Title: Introduction to Digital Technologies and Services
Course Code : ICTs 06113102
Credit: 3 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hours	CLOs
1	Digital land administration and management system: E-application for mutation and registration, online parcha, khatian, etc, procedure of online land administration tax, City corporation Tax. Application of DBID (Digital Business Identification) for E-commerce business.	6	CLO1
2	E-Tax system and others: application and submission of E-TIN, E-Return for tax, application of BIN, E-Trade license procedure. Application of e copyright,	6	CLO1
3	Online procedure of Criminal case: application of GD, FIR, Bail petitions etc., online case hearing procedure, cause list, judgement of prominent cases. Online procedure of civil case: online pleadings writing, application writing etc. E-complaint procedure, E-registration of company, firm and association. Application of E- trademark and Copyright.	6	CLO2
4	Virtual Court System: Civil and Criminal trial procedure virtually, virtual mootings of national and international competition.	6	CLO2
5	Literacy of computer: civil and criminal drafting, The basics of computer, Microsoft word, excel, spreadsheets, databases and presentations for legal drafting, power point presentation of different case studies etc., how to write legal article and research paper.	6	CLO3
6	Cyber bullying, cyber fishing, stalking, the Digital Security Act 2018, complain procedure through Bangladesh Police Web Portal relating to cyber security.	6	CLO4
7	How to use Online resources: online resources like legal journal, legal articles, web portal, google scholars etc., digital intimation for Bangladesh Bar Council	6	CLO5

	and profile making.		
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Text Books:

Reed C, **Computer Law**, Editors: Reed, CM , OUP Oxford (2011)
 Pradeep K. Sinha, *Computer Fundamentals*, 6th Edition, India, 2004,
 Schneider, Gersting and Baase. *An Invitation to Computer Science*, Cengage Learning, (8th Ed.), 2018

Reference Books & Materials

Hutchinson E., Sawyer S. C, *Computers and Information Systems*, 5th Edition.1994 William M. Fouri, *Computer and Information Processing*, Prentice Hill, 1986.
 Peter Norton, *Introduction to Computer*. Mcgraw-Hill Technology, 1999
 Suresh K Basandra, *Computers Today*, Galgotia Publication, 2010
 V.Rajarman, *Fundamentals of Computers*. India, 2009.
 Joanna Kulesza: International Internet Law

Course Title: Interpretation of Statutes and General Clauses Act
Course Code: LAW 04213103
Credit: 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Rules of Interpretation: Definition of statutes, Different parts of statutes, Different types of statutes Definition of Interpretation & Construction, Differences between Interpretation & Construction, Objectives of Interpretation, General principles of interpretation.	6	CLO 1
2	Special rules of interpretation- Literal rule, Golden rule, Purposive construction, Mischief rule, Rules of Harmonious Construction Rules of Beneficial construction	6	CLO 1
3	General Principles of statutory Interpretation: Intention of the legislature, Statute to be read as a whole in proper context, Construction to avoid unconstitutionality and to make law effective, Presumption against absurdity, Statutes speaks for itself, Principle derived from legal policy, Interpretation of Penal statute, Interpretation of Constitutional law	8	CLO 2

4	Internal aids of interpretation External aids of interpretation Role of Judiciary in Interpretation	6	CLO3
5	General rules of Construction-Coming into operation of enactments, Repeal of enactment & its effect, Revival of repealed enactment & its effect, Rules relating to time, gender & number	6	CLO 3
6	Delegated legislation. Powers & functionaries. Provisions as to orders rules etc. made under enactments	6	CLO 3
7	Rules relating to fine & punishment, Rules relating to construction of Ordinance, Rules relating to construction of Orders made by President	6	CLO 4
8	General Clauses Act, 1897: Scope, Applicability, Definitions, General Rules of Construction Section 5 to 13A, Powers & Functions (Section 14-19), Provisions as to Orders & Rules made Under enactments, Miscellaneous provisions	8	CLO5
9	Interpretation of documents: Meaning of documents, ascertaining intention of the parties, Meaning to be sought from document itself, Intention may prevail over the words in case of ambiguity, Rule of ordinary meaning, Technical meaning to legal terms, Meaning to 'Exemption Clauses', Ejusdem Generis etc.	4	CLO5

Textbooks:

Mahmudul Islam- *Interpretation of statutes & documents*.

N.B. Brinda- *Interpretation of statutes*

N.B. Brinda- *The General Clauses Act*.

Reference Books & Materials:

P. Singh "*Principles of Statutory Interpretation*", (9th Edition), Wadhwa, Nagpur (2008)

St. Langan (Ed.) *Maxwell on The Interpretation of Statutes*, Lexis Nexis Butterworths, New Delhi (1976)

S. Bindras's *Interpretation of Statutes*, Lexis Nexis Butterworths, New Delhi (2007)

P, *Interpretation of Statutes*, Orient Publishing, New Delhi (2008)

Bakshi, P.M. *Interpretation of Statutes*, Orient Publishing, New Delhi (2008) Dr. Akhtarujjaman, *Ainer Bekkha* (Bengali), Dhaka (2014)

Course Title: Law of Crimes -I
Course Code: LAW 04213104
Credit: 3 Credit hours

SL NO	Course Content (as summary)	Teaching Hrs.	CLOs
1.	Introductory: General principles of Liability (<i>actus-reus</i> , acts & omissions, consequences & surrounding circumstances, mens-rea, intention, recklessness, knowledge, negligence, strict & joint liability, Presumption of innocence, mistake of fact & mistake of law). Historical Background & General Explanations: Concept of Penology, Historical Background of Penal Code, 1860; General explanations	4.5	CLO 1
2.	Different forms of punishment: Types of punishment, solitary confinement, commutation of punishment	1.5	CLO 1
3.	General Exceptions Act of Judge, Act without criminal intention, Act of a child etc; Private Defense: Right of private defense against property, person of unsound mind, right of private defense against deadly assault when there is risk of harm to innocent person; Purview of right of private defense, duration of right of private defense etc.	4.5	CLO 2
4.	Offences and Punishments: Abetment, Criminal Conspiracy, Offences against State & Public Tranquility Offences relating to Elections: Punishment of abetment, Definition of criminal conspiracy, Waging or attempting to wage war or abetting waging of war against Bangladesh, Sedition, etc. Unlawful Assembly Common object and common intention, Rioting, Criminal conspiracy, Candidates, electoral right, Bribery	4.5	CLO 3
5.	False Evidence & Offences against Justices: Fabricating false evidence, issuing or signing false certificate. Fabricating false evidence, issuing or signing false certificate. Offences relating to Coin, Stamps, and Weights & Measures: Counterfeiting coin, Import or export of counterfeit coin etc.; fraudulent use of false weight or measure.	3	CLO 3
6.	Offences affecting Public Health & Safety: Public Nuisance, Negligence Adulteration of food and drugs etc. Offences relating to Religion: Uttering words etc. with deliberate intent to wound religious feelings	3	CLO3
7.	Offences against Person: Culpable Homicide, Murder, Hurt, Grievous hurt, Wrongful Restraint, Wrongful Confinement, Kidnapping, Abduction, Rape, Unnatural offences, Offences relating to marriage	6	CLO4
8	Offences against Property: Theft, Extortion, Robbery, Dacoity,	9	CLO5

	Forgery, Criminal misrepresentation of property, Criminal Breach of trust, receiving stolen property, Law relating to attempt to commit offences Cheating, Mischief Criminal Trespass, Forgery, Defamation, Criminal Intimidation		
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Text Books:

Sarkar Ali Akkas: Principles of Penal Code
L. Kabir: Lectures on *Penal Code with Leading Cases*
Ratanlal & Dhirajlal: *The Indian Penal Code*
Zahirul Huq: *The Penal Code*

Reference Books & Materials:

Abdul Matin, *The Penal Code*, 1st Edition, Bangladesh 1994.
Ansaruddin Sikder, *Law of Crimes*, Bangladesh law Book Com.,
Bangladesh. Dhaka Law Reports (DLR), *The Penal Code*, 1860
Hari Singh Gour's , *Penal Law of India (4 Volumes)*, 11th Edition, Law Publishers (India) Pvt Ltd.

Statutes:

The Penal Code 1860

Course Title: Media, Information and Communication Technology

Course Code: ICTs 06193105

Credit: 3 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction to Media, Information & Technology: Freedom of speech and expression, Definition of Media, Mass Media, Distinction between media and mass media, Its purpose, Role of mass media to establish rule of law, good governance and human rights in the society, Forms of Media, Distinction between print media and electronic media. Basic Concept: Internet, Computer, Computer Program, Hardware, Software, E- ticketing, E- Payment, Optical Fiber, Information Commission, E Government cell, Hacking, Virus, Salami Attacks, Cyber	4	CLO 1
	Terrorism, Cyber Pornography, Etc		
2	Introduction to the media law: Historical Background of Media Laws and Regulations in Bangladesh, Freedom of speech and expression as human rights, constitutional rights. Freedom of speech and expression in south Asian countries: a comparative analysis.	6	CLO2

3	Information and Communication Technology Act, 2006: Introduction to ICT Act 2006, Historical Background of Cybercrime, Objectives of the ICT Act, 2006, Characteristics of Cybercrime, Criticism of ICT Law in Bangladesh, Digital or Electronic record, Digital Signature.	6	CLO2
4	Present regulatory mechanism on press authentication: Establishment of Printing Press, Press Appellate Board, Declaration of Printer & Publisher of Newspaper, Authentication of Declaration, Cancellation of Authentication, Declaration of Certain Publications Forfeited and to Issue Search Warrants, Authorisation of Persons to Publish News-Sheets, Seizure and Destroy of Unauthorized News-Sheets and Newspapers, Seizure and Forfeiture of Presses Producing Unauthorized News-Sheets and Newspapers, Authorization of Persons to Publish News-Sheets, Delivery of Books and Newspapers, Memorandum of Books, Penalties for Offences, Offences by Companies,	6	CLO 2
5	Demonstration of the press authority: Press Council, Status of the Press Council, Composition of Press Council, Qualifications of the Press Council's Member, History of Bangladesh Press Council, Organization & Present Press Council in Bangladesh, Object of the Press Council, Functions of the Press Council, Powers of the Press Council.	6	CLO 3
6	Present regulatory mechanism on broadcasting media: Establishment of TV Channel, License obtaining process, etc.	6	CLO 4
7	Demonstration the laws on cinematography and censorship: Cinematograph and Censorship laws in Bangladesh	6	CLO 4
8	Demonstration of regulatory mechanism on telecommunication: Telecommunication laws in Bangladesh	6	CLO 4
9	Present regulatory mechanism on digital world: Digital security, Computer system, Hacking, Digital Security Agency, Objectives of the Digital Security Act, 2018, National Digital Security Council, Offences and Punishment, Cyber Tribunal, Cyber Appellate Tribunal, Investigation and trial.	6	CLO 5
10	Demonstration of regulatory mechanism on official secrecy and decency: Official Secrecy and anti-pornography laws in Bangladesh	4	CLO 5

Text Books:

Dr. Akhteruzzaman, *Freedom of Press in South Asia*, 1st edition, Dhaka, 2016
Dr. Md. Razidur Rahman, *Text Book on Media and Cyber Law*, 1st edition, Beacon Publications, Dhaka, 2022.

Reference Books & Materials:

Dr. Nurun Nahar, *Fundamentals of Cyber Law & Media Law*, 2nd edition, Bangladesh Law Book Company, Dhaka, 2018.
Zulfiqar Ahmed: *A Text Book on Cyber Law in Bangladesh*, Muhit Publications, 1st edition, Dhaka, 2015

Course Title: Introduction to ADR and Aid
Course Code: GED-99993201
Credit: 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introductory discussion: Basic concept of alternative dispute resolution, Definition of Access to Justice. Nature and application of ADR in the administration of justice in Bangladesh, relationship between ADR and Access to Justice.	4	CLO 1
2	Classification of ADR: Define various classes of ADR, Basic mode of ADR, Features of Negotiation, Mediation, Conciliation and Arbitration, Comparative analysis among all the classes of ADR	6	CLO 1 & 2
3	Necessity of ADR: Justify the merits and demerits of ADR , Comparison with the formal adjudication system , Components of successful ADR	6	CLO 2
4.	ADR in Rural Disputes: ADR mechanism observed under the Village Courts Act, 2006, the Dispute Settlement (Municipal Area) Board Act, 2004 and role of NGOs in this regard.	8	CLO 3
5	ADR in Civil and Criminal matters: Forms of ADR observed in civil matters , Provisions regarding ADR discussed in CPC, Basic concept of ADR in CrPC, List of offences considered compoundable offences, Provisions to be observed while compounding criminal cases.	8	CLO 3 & 4
6	ADR in Family Matters: ADR mechanism observed under the Muslim Family law Ordinance,1961 and Family Courts Ordinance,1985 and role of NGOs in this regard.	6	CLO 4
7	ADR in Business Matters: ADR mechanism observed under the Arbitration Act, 2001, the Money Loan Court Act, 2003, Income Tax Ordinance, 1984, the Value Added Tax Act, 1991	6	CLO 4
8	Introduction to Legal Aid: Concept of legal aid and access to justice, classification of legal aid, legal aid as fundamental human rights, Natural justice and legal aid , Emergence of Legal Aid by state and non-state actors, Role of NGOs legal aid.	6	CLO 4 & 5
9	Legal Aid in Civil and Criminal matters: Legal aid provided under the Code of Civil Procedure, 1908, The Legal Aid Services Act, 2000, Rules and Regulations of 2015 relating to Legal Aid, Pre-case mediation and post case mediation by District Legal Aid Officer etc	6	CLO 5

Text Books:

Khaledur Rahman, *Alternative Dispute Resolution & Legal Aid (Principle & Practice)*, 2nd edition, Law Palace, Dhaka, 2022.
Dr. Akhteruzzaman, *Concept and Laws on Alternative Dispute Resolution & Legal Aid*, 2nd edition, Dhaka, 2018.

Reference Books & Materials:

Dr. Jamila A Chowdhury, Access to Justice and ADR in Bangladesh, 2nd edition, Dhaka, 2017. Avtar Singh, *Law of Arbitration & Conciliation and Alternative Dispute Resolution Systems*, 11th Edition, EBC Explorer
The Legal Aid Act, 2000

Course Title: Law of Crimes - II
Course Code: LAW 04213202
Credit: 3 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction Definition, Nature, Essentials of Offences under the Special Laws, Remedies, Legal Proceedings and Punishments.	3	CLO1
2	Nari o Shisu Nirzaton Domon Ain, 2000 Punishment for Rape or Death in Consequence of Rape and Provision Regarding the Child Born in Consequence of Rape, the Punishment for the Offences caused by Inflammatory Substance Investigation of an Offence & Cognizance of Offence etc. Trial in Absence of the Accused	4.5	CLO1
3	The Special Powers Act, 1974 Definitions, Power to Make Orders Detaining or Removing Certain Persons, Execution of Detention Orders, Power to Regulate Place and Conditions of Detention, Detention Orders not to be Invalid or Inoperative on Certain Grounds, Powers in relation to Absconding Persons Penalty for Smuggling, Penalty for Adulteration of, or Sale of Adulterated Food, Drink, Drugs or Cosmetics, Procedure of Special Tribunals, Powers of Special Tribunals, Application of the Code to proceedings of Special Tribunals, Appeals and Confirmation of Death Sentences.	4.5	CLO1
4	The Arms Act, 1878 Unlicensed Manufacture, Conversion and Sale Prohibited, Unlicensed Importation and Exportation Prohibited, Importation and Exportation of Arms and Ammunition for Private Use, Arrest of Persons Conveying Arms, etc., under Suspicious Circumstances, Unlicensed Possession of Fire-Arms, etc. In Certain Cases Arms to be Deposited at Police-Stations or with Licensed Dealers, Restriction on Movement with Arms, Canceling and Suspension of License	3	CLO 2
5	The Explosives Act, 1884 & The Explosive Substances Act, 1908 Definitions, Power to Make Rules as to Licensing of the Manufacture, Possession, Use, Sale, Transport and Importation of Explosives, Power for Government to Prohibit the Manufacture, Possession or Importation of especially Dangerous Explosives, Definition of "Explosive Substance", Punishment for Causing Explosion likely to Endanger life, Person or Property, Punishment for Causing Explosion with Intent to Commit Offence.	3	CLO 2
6	The Acid Crime Prevention Acts 2002 Definition, Causing Death or other Specific Injuries to the Victim by Throwing Acid, Attempting to Throw Acid, Abets the Commission of an offence, Awarding the Amount of the Fine to the Victim or to his/her heirs (in case of death).	3	CLO3

7	The Criminal Law Amendment Act, 1958 Definitions, Appointment of Special Judges, Jurisdiction of Special Judges and Cognizance of Cases by them, Offences to be Tried by Special Judges, Time-Limit for Investigation, Procedure in Trial of Cases and Powers of Special Judges	3	CLO4, CLO 5
8	The Domestic Violence (Prevention and Protection) Act, 2010 Definition, Domestic Violence, Duties and Responsibilities of Police Officer, Duties and responsibilities of Enforcement officer, Service Provider and their Responsibilities, Duties of Safe Home, Duties of Medical Service Provider, Protection order, Compensation Order, Procedure of Trial.	3	CLO 4
9	The Narcotics Control Act, 2018 Definitions, Prohibition of Production of Drugs other than Alcohol, etc. Prohibitions on Alcohol Production, etc, Prohibition on Prescribing Drugs, Prohibition on Issuance of Licenses, etc.	3	CLO 4
10	The Dowry Prohibition Act, 2018 Definition, Penalty for Claiming Dowry, Penalty for Giving or Receiving dowry, etc. Penalties for Filing False Cases, Trial,	3	CLO 4

Textbooks:

Zahirul Islam, *The Penal Code* (2nd Edition, Bangladesh Law Book Company, 2010)
Barrister Abdul Halim, *Nari o Shishu Nirzation Domon Ain* (2nd Edition, The CCB Book Center, 2013)

Reference Books & Materials:

Ansaruddin Sikder, *Law of Crimes* (Bangladesh Law Book Company)
A.N.M. Khaled Chowdhury, *Law on Corruption*
Dhaka Law Reports (DLR): *Special Powers Act*
K.D. Gour, *The Penal Code*
Khondaker Md. Abu Bakar, *The Anti-Corruption Laws*
L. Kabir, *Lectures on Penal Code with leading cases* (Ain Prokashion)
Mainstream Law Reports (MLR), *Law of Arms and Explosives*
Md. Jahangir, *Law on Explosive Substances Act and Arms Act* Muhammad Mahbubur Rahman, *Nari-O-Shishu Nirjatan Daman*
Ain Ratanlal & Dhirajlal, *The Indian Penal Code* (Lexis Nexis, 2017)
Shaukat Mamood, *Pakistan Penal Code*

Statutes:

Nari O Shisu Nirjaton Domon Ain,2000
Human Trafficking Control Act,2012
Arms Act,1878
The Narcotics Control Act,2018
The Dowry Prohibition Act,2018
The Special Powers Act, 1974

Course Title: Law of Criminal Procedure -I
Course Code: LAW 04213203
Credit: 3 Credit hours

SL NO	Course Content	Teaching Hrs	CLOs
1	Introduction to Criminal justice System: Introduction to the Code of Criminal Procedure,1898, definitions of advocate, offence, charge, FIR, discharge, acquittal, complaint, information etc.	3	CLO 1
2	Composition and Jurisdiction: Constitution and powers of criminal courts, Laws regarding composition of session judge court, executive Magistrate court and judicial Magistrate court. Special jurisdiction of criminal courts.	4.5	CLO 1
3	Arrest , Proclamation and Attachment : General rules regarding Arrest, Information to the magistrates, the police and persons authorized by law to make arrest , Arrest of Women, Arrest without warrant, Basic concept of Escape, proclamation and attachment, special rules regarding process.	4.5	CLO 2
4	Search and other related provisions: Processes to compel appearance of	3	CLO 3

	parties, Processes to compel the production of documents and other movable property and for the discovery of persons wrongfully confined. Procedures to be observed to conduct search.		
5	Preventive Measures: Security for keeping the peace and for good behavior, Unlawful assemblies, public nuisances, temporary orders in urgent cases of nuisance or apprehended danger ,Disputes as to immovable property.	3	CLO 3
6	Information and Investigation: Information to the police, powers exercised by the police officer to investigate, Procedure to be followed to conduct investigation, modes and mechanisms of recording Confessional statement, Provisions of remand. Report of police officer after completion of investigation, Naraji petition.	3	CLO 4

7	Cognizance, Inquiry and Trial: Complaints to magistrates, Proceedings taken by Magistrate while examining the complaint, Commencement of proceedings before magistrates, Trial of cases by magistrates, Summary trials, Trial before courts of sessions, Trial in absentia.	4.5	CLO 4
8	CR and GR case: Process of conducting CR and GR case. Comparative analysis between these two.	3	CLO 5
9	Charge: Basic concept of Charge, elements of charge, Joinder of charges, Effect of material error, Joinder of charges.	3	CLO 5
10	Transfer of cases, Dismissal and Withdrawal of cases: Transfer of cases by Magistrate court, transfer of cases Session Judge Court, transfer of cases by High Court division, Transfer of cases by the Appellate division, dismissal of criminal cases, withdrawal of complaint.	4.5	CLO 5

Textbooks:

Sarkar Ali Akkas, *Law of Criminal Procedure*, Bijoy Law Book House, (6th ed.) 2022. Zahirul Huq: *Law and Practice of Criminal Procedure* (16th ed.) 2018.

Reference Books & Materials:

Mitra B.B, *Criminal Procedure Code*, 24th Edition, 2019, Dhaka
Ratan Lal and Dhiraj Lal, *Criminal Procedure Code*, 23th Edition, India
Abdul Matin, *The Code of Criminal Procedure with Criminal Rules and Orders*
Justice Hamidur Rahman, *Trial of Civil Suit and Criminal Cases*.
Universal Book House, (3rd ed.) 2019.
Shawkat Mahmud, *The Code of Criminal Procedure*, 1984, Dhaka

Statutes:

The Code of Criminal Procedure, 1898
List of leading cases concerning this course will be discussed by the teacher concerned.

Course Title: Law of Civil Procedure-I**Course Code: LAW 04213204****Credit: 3.0 Credit hours**

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction: Procedural and Substantive Law; Retrospective Operation, Evolution of Civil Procedure Code, Organization of Civil Courts, Object of the Code; Reasons of dividing Sections and Orders; Exhaustivity of the Code.	4.5	CLO1
2	Definition Clause: Definition of Order, Decree, Judgment, Mesne Profit, and other Terms under Section -2 and Other Important Civil Related Terms.	3	CLO1
3	Jurisdiction of Civil Courts: Meaning of Jurisdiction, Kinds of Jurisdiction, Conditions of Exercising Jurisdiction by Civil Court, Lack of Jurisdiction and Irregular Exercise of Jurisdiction, Presumption as to Jurisdiction, Objections as to Jurisdiction, Principles and Limitation of Jurisdiction.	4.5	CLO1
4.	Res Subjudice and Res Judicata: Nature and Scope, Conditions, Extent and Applicability of Res Subjudice Resjudicata, and Estoppel. Bar to Further Suits. Foreign Judgment: Meaning, Nature and Scope, Conclusiveness and Non Conclusiveness', Presumption as to Foreign Judgment.	4.5	CLO2
5	Place of Suing: General Principles of place of Suing under Movable and Immovable Property. Institution of Suit: Meaning and Essentials of Suit, Presentation of Suit, Time and Place of Presentation, Conditions of Institution of Suit, Joinder of Claims and Joinder of Causes of Action, Objections as to Misjoinder of Causes of Action.	4.5	CLO3
6	Parties to Suit: Misjoinder Non-Joinder Proper and Necessary Parties, Proforma Defendant, Objections as to Mis-joinder and Non Joinder, striking out, Adding and Substituting Parties.	4.5	CLO4

	Representative Suit: Definition, Objects, Conditions of Representative Suit. Frame of Suits: Inclusion of Whole Claim, Splitting of Claim;		
7	Recognized Agents and Pleadings: Appearance of Parties, Recognized Agents, Appointment of Pleader, Status of Pleader Authority of Pleader, Duties of Pleader, Responsibilities of Pleadings	3	CLO4
8	Issues and Service of Summons: Meaning, Essentials of Summons, Summons to Defendant Witnesses and Others, Summon to Foreign or other Territory. Exemption from Appearance in Person, Mode of Service of Summons, Service in Special Cases, Onus to Prove of Service of Summons;	3	CLO4

9	Pleadings: Definition of Pleadings, its Objects, Basic Rules of Pleadings, Other Rules of Pleadings, Striking out of Pleadings, Signing and Verification of Pleading, Amendment of Pleadings, Inherent power of the Court.	4.5	CLO5
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Textbooks:

Sarkar Ali Akkas, *Law of Civil Procedure*
Mahmudul Islam: *Law of Civil Procedure*

Reference Books & Materials:

Govt. Publication: *Code of Civil Procedure, 1908*
DF Mulla: *Code of Civil Procedure, 1908* Abdul Matin: *Code of Civil Procedure, 1908* Chittaley: *Code of Civil Procedure, 1908*
Shawkat Mahmood: *Code of Civil Procedure, 1908*
Mahmudul Islam: *Code of Civil Procedure, 1908* M, Moniruzzaman: *Code of Civil Procedure, 1908* CK Takwani: *Code of Civil Procedure, 1908*
Gazi Shamsur Raman: *Code of Civil Procedure, 1908*

Course Title: Company and Banking Law
Course Code: LAW 04213205
Credit: 4 Credit Hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Company: Definition of Company, Nature, Characteristics, Lifting Corporate Veil, Company and Partnership: Distinctions, Scope & Applicability of Company Law, Principles of Company law, Kinds of Company: Public Company, Private Company, Limited Company, Unlimited Company, Differences among Different Kinds of Company, Conversion of Private to Public Company, Limited to Unlimited Company etc.	6	CLO1
2	Formation of Company: Stages of Formation of a Company, Promotion, Promoters, Legal position, Functions, Duties, Rights, Liabilities of Promoter	4	CLO1
3	Memorandum of Association: Meaning, Purpose, Essential Contents, Clauses in Memorandum, Registration, Alteration, Effect of Memorandum, Ultra vires Transaction	6	CLO1
4	Articles of Association: Definition, Characteristics, Essential Contents, Binding Force, Relationship and Distinction between Memorandum and Articles, Constructive Notice, Indoor Management, Alteration of Article	4	CLO2
5	Prospectus: Concept, Characteristics, Necessity of Issuing Prospectus, Contents, Misstatement in Prospectus, Remedies against Misstatement	4	CLO2

	Share & Capital: Concepts, Characteristics, Kinds and Classes, Increase and Reduction of Share Capital, Allotment of Share, Transfer and Transmission of Share		
6	Company Management & Directors: Basic Concept, Meaning of Company Management, Director, Number of Directors, Appointment, Share Qualification, Disqualification, Removal, Powers and Functions, Restrictions on Power, Liabilities of Director Shareholders and Members: Definition, Characteristics, Ways of Becoming Member, Termination of Membership, Rights and Liabilities of Member and Shareholders	4	CLO2
7	Debenture and Charges: Concept, Characteristics, Kinds, Transfer and Transmission of Debenture, Rights and Remedies of Debenture Holder, Charges	4	CLO3
8	Company Meeting: Concept, Essential Requirements of Valid meeting, Kinds of Meeting, Resolution, Minutes, Proxy Supremacy of majority: Supremacy of Majority, Minority Protection, Principle of Foss vs. Horbottle case	4	CLO4
9	Winding Up: Basic Concept, Modes of Winding up, Procedure of Winding up, Effects and aftermath of Winding up.	4	CLO4
10	Banking Laws: Introduction: Definition, Nature, Classification, Differences between Banking and Non-Banking Financial Institution, Provisions of Banking Companies: Definition & Nature of New Bank, Specialized Bank, Financial Institution, Bank Company, Functions of Bank Companies	4	CLO5
11	Provisions of Banking Companies: Managing Director: Election of New Directors, Filling up the post of Chief Executive Officer, Vacation of the office of Director, Restriction on Appointing of Common Directors, License of the Bank Company; Regulation as to Paid-up capital; Functions and Limitation of Bangladesh Bank,	4	CLO5
12	Illegal Banking of Companies & Penalties, Legal Proceeding: Constitution of Tribunal, Power and Procedure of Tribunal, Suspension of Bank Business and Winding Up of Bank Companies Non-Banking Financial Institution: Definition- Financial Institution, Merchant Bank, Mutual Company, Leasing Company, Money Loan Court Act: Important Aspects of Money Loan Court Act	4	CLO5
13	License of Financial Institutions, Cancellation of License, Investigation Conducted to Suspected persons Engaged in Financing Business Minimum Liquid Assets, Powers of Bangladesh Bank on Failure of Financial Institution, Disqualification of Managing Directors etc, Amalgamation and winding up of Financial Institution, Penalties and Offences.	4	CLO5

Textbooks:

Khaledur Rahman, *Company Law*, 2nd edition, Law Palace, Dhaka (2024)
A I Khan , *Fundamentals of Company Law*, 10th edition, University Publications, Dhaka (2020) PPS Gogna, *Company Law*, 11th edition, S Chand & Co Ltd., (2016)
Prof. AA Khan, *A Manual of Bank Companies Laws and Allied Act, Regulations and Rules*. Revised Edition, 2004

Reference Books & Materials:

Avtar Singh, *Principles of Mercantile Law*; Eastern Book Co. 7th Edition, Lucknow; (2000) Nirmalendu Dhar, *Company Law*, 5th edition, Ramchy publication
M C kuchhal , *Mercantile law*., 8th edition, Vikas publishing, India (2012)
Sen and Mitra, *Commercial and Industrial Law*, Revised edition, The world Press Private Limited, India
Geoffrey Morse, *Charlesworth's Company Law*, 16th Edition, London, Sweet & Maxwell, (1999) L.C.B. Gower and Davies, *Principles of Modern Company Law*, 7th Edition, Sweet and Maxwell, 2003 Clive Schmithoff, *Palmer's Company Law*, Stevens & Sons Ltd., London, 1987. Topham and Ivamy's *Company Law*, 15th Edition, London, Butterworths, 1974.
Geoffrey Morse, *Charlesworth's Company Law*, 16th Edition, London, Sweet & Maxwell, 1999. Andrew Hicks (Ed), *Cases and Material on Company Law*, 4th Edition, Blackstone Press, 2003. Ben Petit: *Company Law*, Longman Publication, 2001

Statutes:

1. The Banking Companies Act, 2023
2. The Artha Rin Adalat Ain, 2003
3. The Financial Institutions Act, 1993
4. The Bankruptcy Act, 1997
5. The Bangladesh Bank Order, 1972
6. The Securities and Exchange Commission Act 1993
7. The Negotiable Instruments Act, 1881

Course Title: Administrative Law
Course Code: LAW 04214101
Credit: 4 Credit Hours

SL NO	Course Content (as summary)	Teaching Hrs.	CLOs
1	Introduction: Meaning, Nature, Importance, Sources and Development, Nature of Administrative Law, Importance of Administrative Law,	4	CLO 1
2	Rule of Law and Administrative Law: Separation of Powers and its Relevance, Relationship between Constitutional Law and Administrative Law, <i>Droit Administratif</i> ,	6	CLO 1
3	Origin and Growth of Administrative Law in U.K., U.S.A., and South Asian Countries;	6	CLO 2
4	Legislative Functions of Administration Law: Delegated Legislation, Necessity and Limitations of Delegated Legislation, Control of the Legislative Powers of the Administration, Legislative Powers of Administration, Delegated Legislation Concept of <i>Ultra Vires</i> , , Limits of Delegated Legislation,	8	CLO 3
5	Judicial Functions of Administration Law: Nature of Tribunal: Constitution, Power, Procedures, Rules of Evidence, Powers of Investigation and Inquiry; Control of Judicial Powers of the Administration; Administrative Tribunal and Administrative Appellate Tribunal in Bangladesh,	8	CLO 3
6	Judicial Control of Administrative Law: Judicial Review of Administrative Discretions, Administrative and Discriminatory Power- Its limits – Doctrine of Ultra Vires, Exhaustion of Administrative remedies, Standing Laches, Res Judicata, Jurisdictional Error, Error Apparent on the Face of the Record, Unreasonableness. Exercise of Administrative Discretion and its limits, Control of Administrative Powers and Actions ,	6	CLO 4
7	Legislative Control of Administrative Actions: Various Kinds of Writs and Public Interest Litigation, Ombudsman, Judicial Review, Public Corporations and Government Control of the Corporations, The Doctrine of Legitimate Expectation: Specific Performance, and Civil Suits for Compensation, Declaratory Judgments and Injunctions, Public Interest Litigation (PIL)	8	CLO 4

8	Natural Justice: Concept and its Principle, Due Process of Law, Separation of Judiciary, Decentralization of Administration – its Aims and Objectives, Local Government and Local Self-Government in Bangladesh,	4	CLO 5
9	Public Corporation: Characteristic, Classification and Functions, Status, Rights and Liabilities of Public Corporation, Control Mechanism, Suit against Government –Scope and Limitation.	4	CLO 5

Textbooks:

Dr. Hasan Talukder, *Administrative Law*, Bangladesh Research Centre, 1st edition, Dhaka, 2015 C K Takwani, *Lectures on Administrative Law*, Eastern Book Company, (6th ed), 2017

Reference Books & Materials

Hood Philips, *Constitutional Law and Administrative Law*, Sweet & Maxwell Ltd. (7th ed) 1987
C K Thakker, *Administrative Law*, Eastern Book Company, 2012
I P Massey, *Administrative Law*, Eastern Book Company, (8th ed) 2012.
M P Jain, *Administrative Law*, LexisNexis, (7th ed), 2011
Dr. Kamal Siddique, *Local Government*, UPL, (3rd ed.), 2012
I P Massey, *Administrative Law*, EBC, Lucknow, 1985 Forwarded by Chief Justice P N Bhagwati, Introduction by Dr. Upendra Baxi
Christine B Harrington, *Administrative Law and Politics*, (Scott Foresman & Company, 1990)
H K Shaharay, *Administrative Law and Tribunals*, N M Tripathi Ltd, 1987

Course Title: Law of Criminal Procedure- II
Course Code: LAW 04214102
Credit: 3 Credit Hours

SL NO	Course Content	Teaching Hours	CLOs
	87		
1.	Trial Proceeding: Trial before Court of Magistrate, Trial Before Court of Session, Trial in Absentia, Time for Conclusion of Trial, Proceedings When Magistrate cannot Dispose of, Compounding, Tender of Pardon, Withdrawal from Prosecution	4.5	CLO1
2.	Judgment: General idea about Judgment, Elements of judgment, Powers of High Court division while exercising the power of confirmation, General principles for Execution of Judgment., Submission of sentences for confirmation.	4.5	CLO1
3.	Rule against double jeopardy: Basic idea about the Rule against double jeopardy, Cases where person once convicted or acquitted could be tried again for the same fact-in-issue.	4.5	CLO2
4	Suspensions, Remissions and Computations of sentences: Jurisdiction of Government and the President in exercising the power of Suspensions, Remissions and Computations of sentences.	3.5	CLO3
5.	Appeals and Revision: Features of criminal Appeal and Revision, Cases where Appeal and Revision allowed and where not, time for disposal of appeal and Revision. limitations for submission of Appeal in certain cases	6	CLO3
6.	Bail: Bail in criminal cases, Bail in bailable offences and non-bailable offences, Anticipatory Bail.	4.5	CLO3
7.	Inherent power of the High court division: Meaning of Inherent power of the High court division of the Supreme Court under the Code of Criminal Procedure, Jurisdiction of the High court division while exercising this power. Comparison between Inherent power and other powers of the court in the light of the Code.	4.5	CLO4
8.	Miscellaneous: Commission for the Examination of Witnesses, Special Rules of Evidence, Provisions as to Bonds etc.	3	CLO5

Textbooks:

Sarkar Ali Akkas, *Law of Criminal Procedure*, Bijoy Law Book House, (6th ed.) 2022. Zahirul Huq: *Law and Practice of Criminal Procedure* (16th ed.) 2018.

Reference Books & Materials:

Mitra B.B, *Criminal Procedure Code*, 24th Edition, 2019, Dhaka
Ratan Lal and Dhiraj Lal, *Criminal Procedure Code*, 23th Edition, India
Abdul Matin, *The Code of Criminal Procedure with Criminal Rules and Orders*
Justice Hamidur Rahman, *Trial of Civil Suit and Criminal Cases*.
Universal Book House, (3rd ed.) 2019.
Shawkat Mahmud, *The Code of Criminal Procedure*, 1984, Dhaka

Statutes:

The Code of Criminal Procedure, 1898.
List of leading cases concerning this course will be discussed by the teacher concerned.

Course Title: Law of Civil Procedure-II
Course Code: LAW 04214103
Credit: 3.0 Credit hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Introduction: Introducing General Concept, Course Structure and Trial Proceedings of a Civil Court, Court Language and other collateral Issues.	3	CLO1
2	Plaint and Written Statement: Meaning of Complaint and Written Statement, Particulars of Complaint and Written Statement, effects of Return and Rejection of Complaint, Documents Relied on in Complaint, Time of Filing Written Statement, Special Rules of Defense, Set off, Counter Claim, Equitable Set off, Set off Vs Counter Claim.	4.5	CLO1
3	Appearance of Parties and Consequences of Non Appearance: Appearance of Parties, Where Only Plaintiff Appears, Ex-parte Decree, Remedies Against Ex-parte Decree, Setting Aside Ex-parte Decree, Effect of Setting Aside Ex-parte Decree. First Hearing: Meaning of First Hearing, Objects. Meaning of Issue, Kinds of Issue, Importance of Issues, Court's Power and Duties as to Issues, Materials for Framing Issues, and Omission to Frame Issues.	4.5	CLO1
4.	Discovery: Nature, Scope & objects, Discovery of Document and by Interrogatories, Limitations of Discovery, Premature Discovery, Production	3	CLO2

	and Impounding. Admissions: Nature and Scope, Kinds of Admission, Notice to Admit Case, Notice to Admit Document, Notice to Admit Facts, Judgment on Admission.		
5	Production, Impounding and Return of Documents: Nature and Scope Production of Documents, Admission of Documents, Return of Documents, Rejection of Documents, Impounding of Documents. Affidavit: Meaning, Essentials, Evidence on Affidavit.	3	CLO3
6	Interim Orders: Commissions, Arrest before Judgment, Attachment before Judgment, Temporary Injunction, Receiver, Interlocutory Orders, Security for Cost, Payment in Court. Withdrawal and Compromise of Suits: Withdrawal without Leave of the Court and with Leave of the Court, Withdrawal by One of the Plaintiffs. Applicability to Other Proceedings, Compromise Suits-Compromise On Behalf of Minor, Compromise by Pleader, Execution of Compromise Decree;	4.5	CLO4
7	Death and Insolvency of the Party: Death of Plaintiff, Death of Defendant, Determination as to Question of Legal Reprise Natives, Effect of Abatement, Suit against Dead Person, Marriage of Parties, Insolvency of Parties.	3	CLO4
8	Trial: Summoning and Attendance of Witness, Summons to Witness, Contents of Summons, Failure to Comply with Summons, Attendance of Witnessed in Person, Summons to Produce Documents, Adjournments, Hearing of Suits, Trial in Open Court and Trial in Camera.	3	CLO5
9	Judgment and Decree: Meaning, Essentials, Interests and Costs of Execution, Kinds of Costs. Special Suits: Suits by or Against Govt. Suits by or Against Trustees, Suits by or Against Minors and Unsound Mind, Suits by Indigent Persons.	3	CLO5
10	Appeal, Reference, Review & Revisions: Power of Appellate Court, Appealable Orders Non-Appealable Orders, Remand, Additional Evidence in Appeal Stage, Grounds and Time of Review, Grounds of Revision, Review and Provisional Court, Meaning of Reference, General Rules of Reference. Execution of Decree: Meaning, Mode of Executions, Courts of Execution, Cost of Execution. Time Limit for Execution and Other Related Topics.	4.5	CLO5

Textbooks:

Sarkar Ali Akkas, *Law of Civil Procedure*
Mahmudul Islam: *Law of Civil Procedure*

Reference Books & Materials:

Govt. Publication: *Code of Civil Procedure, 1908*

DF Mulla: *Code of Civil Procedure, 1908* Abdul Matin: *Code of Civil Procedure, 1908* Chittaley: *Code of Civil Procedure, 1908*

Shawkat Mahmood: *Code of Civil Procedure, 1908*

Mahmudl Islam: *Code of Civil Procedure, 1908* M, Moniruzzaman: *Code of Civil Procedure, 1908* CK Takwani: *Code of Civil Procedure, 1908*

Gazi Shamsur Raman: *Code of Civil Procedure, 1908*

DLR: 36 Years Civil Digest.

Course Title: Law of Evidence

Course Code: LAW 04214104

Credit: 4.0 Credit hours

SL NO.	Course Content	Teaching Hrs	CLOs
01.	Introductory chapter: Interpretation clause , Presumption, its classification and application, Facts in issue and relevant facts.	04	CLO 1
02	Evidence: Evidence, classification of evidence, Oral Evidence , When oral evidence is granted and when not, Documentary Evidence, Primary and Secondary Evidence, When Secondary Evidence is granted to prove the contents of document, Public and Private document, Exclusion of oral Evidence by Documentary.	04	CLO 1
03.	Relevancy of facts: Basic Concept of relevancy of facts in Evidence Act. facts approved as Relevant fact under Laws applicable in Bangladesh, Identification of specific relevant facts for Certain Situations.	06	CLO 2
04.	Statement and opinion: Admission, Competency of person to admit in any case, admission as estoppels, Confessional statement given by the accused and its evidentiary value, Dying declaration	06	CLO 2
05	Expert opinion. Value of Expert opinion as evidence, character in civil and criminal matter and judicial notice.	06	CLO 3
06.	Estoppels: Basic concept of Estoppels. Application of the <i>doctrine of Estoppels</i> in the administration of justice in Bangladesh regarding civil and criminal cases under the Evidence Act.	06	CLO 4
07.	Burden of proof: Burden of proof, over whom burden of proof lies in different cases. Presumption of existence, Presumption of innocence and preponderance of probability.	06	CLO 4

08.	Witness: Witness. Classification of witness. Competent and compellable witnesses, who are empowered to be competent witnesses, Person who may be compelled to be witness in any suit or proceedings, Number of witness.	06	CLO 4
09.	Corroboration: Corroboration of Evidence, Evidences which are to be corroborated, Admissibility of uncorroborated evidence, Necessity for corroboration of evidence.	06	CLO 5
10.	Examination: Examination, Classification and its order, Leading questions, When must be asked and when must not, Witness to character, Approved and disapproved questions while examination, Examination by jury, conception of digital evidencing etc.	06	CLO 5

Textbooks:

Sarkar Ali Akkas , *Law of Evidence* (Bijoy Law Book House, 2020)
M. Monir, *Principle and Digest of the Law of Evidence* (3rd Edition, University Book Agency, 1948) Dhaka Law Reports (DLR) , The Evidence Act, 1872

Reference Books & Materials:

Stephen, Sir James Fitzjames, *Digest of the Law of Evidence* (Hard Press Publishing, 2014) Abdul Karim: *The Evidence*
Barrister Abdul Halim, *The Law of Evidence* (5th Edition, the CCB Book Center, 2014) Chandra Bhushan Upadhyaya, *Digest on Law of Evidence*
W. M. Best, John A. Russell, James Appleton Morgan, *The Principles of the Law of Evidence* (Biblio Bazaar, 2009)
G.D. Noades, *Introduction to Evidence*
John Dyson Heydon, *Evidence: Cases and Materials* (Butterworths, 1975)

Course Title: Medical Jurisprudence
Course Code: GED 09194105
Credit: 3 Credit hours

SL NO	Course Content (as summary)	Teaching Hrs.	CLOs
1.	Introduction: Definition of Medical Jurisprudence, Nature & Scope of the existing legal framework in this regard. Meaning, Nature and scope of Forensic Medicine.	3	CLO 1
2.	Medical Evidence : Describe the term Medical Evidence with Different kinds of Medical evidence & Medical Witness, Personal Identity, DNA Evidence, Post Mortem Examination (Autopsy) etc.	3	CLO 1
3.	Exhumation: Meaning and Nature of application of the concept of Exhumation in different situations. Examination of Biological Stains and Hair.	3	CLO 1
4.	Death and related Medical Issues: Conceptual analysis of Death in its Medico-legal Aspects. Death from Asphyxia, Death from Starvation, Cold and Heat.	3	CLO 2
5.	of Injuries: Definition and different kinds Injury. Injuries from Burns, Scalds, Lighting and Electricity, Injuries by Mechanical Violence the Medico-legal aspects of wounds. Traffic Injuries, Regional Injuries.	4.5	CLO 2
6.	Sexual Rights and Offences: Impotence, Sterility, Medico-legal aspect of Sterilization and Artificial Insemination Virginity, Pregnancy and Delivery, Sexual Offences.	3	CLO3
7.	Legal Aspects of Marriage: Legitimacy and Legal Aspects of Marriage Annulment Infanticide.	3	CLO3
8	Abortion and other related Issues: Abortion, Medical Termination of Pregnancy and the legal consequence of offences committed in these regard. Miscellaneous: Infanticide, Insanity, its Medico-legal Aspects of Infanticide, Laws Relation to Medical Men.	4.5	CLO3
9	Approach to Management of Patient with Suspected Acute Poisoning: supportive medicine, patients with suspected poisoning, method for patient stabilization, patients with suspected poisoning, procedures to decontaminate the poison, procedures to enhance illumination of the poison, when and how to apply antidotes, procedure to continuous support	3	CLO4
10	Alcohol Poisoning (Ethanol, Methanol, Ethylene Glycols): the sources, absorption, metabolism and elimination of ethanol, the measurement of ethanol consumption in units, the effects of ethanol, the local and some foreign laws concerning drinking & driving, understand the interpretation of clinical findings in relation to alcohol levels, the alcohol related causes of death.	4.5	CLO4
11	Common Drug Poisoning (Acetaminophen): mechanism of toxicity, absorption, metabolism and excretion, acute poisoning and clinical manifestation of poisoning, treatment of poisoning	3	CLO4

12	Doping in Sport: Prohibited list, Prohibited method and types of doping, Role of physician	3	CLO4
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Text Books:

Modi's Medical Jurisprudence & Toxicology: *K. Mathiharan & Amrit K. Patnaik*
 Medical Jurisprudence: *Bokshi*

Reference Books & Materials:

Smith, Hamilton. *Glaister's medical jurisprudence and toxicology*, ed.13th.
 Edited by Edgar Rentoul. Edinburgh: Livingstone, 1973.
 Parikh, C.K., 1979. *Parikh's text book of medical jurisprudence and toxicology: for classrooms and courtrooms*, ed.3rd. Medical publications.
 Taylor, A.S., 1848. *On poisons in relation to medical jurisprudence and medicine* (No. 57545-57552). Lea & Blanchard.

Course Title: Public International Law
Course Code: LAW 04214201
Credit: 4 Credit hours

SL NO	Course Content (as summary)	Teachin g Hrs.	CLOs
1.	Concept and nature of International Law; Classification of International Law; Differences between public and Private International Law	6	CLO 1
2.	Sources of International Law: Formal and Material sources of Law, Material sources of international Law, International Treaties and conventions, International Custom, Decisions of Judicial or arbitral Tribunal, Juristic works.	8	CLO 1
3.	International Law and Municipal Law: Theories as to the Relation between International Law and Municipal law, Delegation Theory, The Subjects of International law	6	CLO 2
4.	Intervention: Meaning and definition, grounds of intervention, distinction between self-defense and self-preservation, Distinction between self-defense and self-help	6	CLO2
5.	State Responsibility, types of responsibility, Element of state responsibility, law regarding state responsibility,	6	CLO 3
6.	International Law of the Sea: Maritime Belt, Innocent Passage, Contiguous Zone, Continental Shelf, High Seas, Exclusive Economic Zone, right to hot pursuit, Different laws relevant to law of Sea	6	CLO3
7.	Extradition: Basis of the principles of extradition, meaning and definition, distinctions between expulsion and extradition, Principles of extradition, case study on extradition.	6	CLO4
8	Nationality: Definition and meaning, importance of nationality,	6	CLO4 &
	distinction between nationality and domicile, Distinction between nationality and citizenship, Modes of acquisition of nationality, loss of nationality, double nationality.		CLO 5
9	Asylum: meaning and definition, right to asylum, types of asylums and distinction between territorial and extra-territorial asylum. Contribution of the United Nations in the development of International Law, Different Organization, ICC, ICJ.	6	CLO5

Text Books:

Ian Brownlie, Principles of Public International Law Malcolm N. Shaw, International Law.

Reference Books & Materials:

Mahesh Prasad Tandon and Rajesh Tandon, Public International Law
Kapoor S.K, International Law & Human Rights
Harun Ur Rashid, International Law
Arif Ahmed, Introduction to Public International Law
Thomas Buergenthal and Sean D. Murphy, Public International Law in a Nutshell
Christine Gray, International Law and the Use of Force (Foundations of Public International Law)
Cecily Rose, An Introduction to Public International Law
Alexandra Harrington, International Organizations and the Law
Alina Kaczorowska, Public International Law.
Chukwunonso Charles Ofodum, INTERNATIONAL LAW: PUBLIC INTERNATIONAL LAW
Vaughan Lowe, International Law: A Very Short Introduction (Very Short Introductions)
Wade Mansell and Karen Openshaw, International Law: A Critical Introduction
Churchill, R., & Lowe, A. V. (1999). The Law of the Sea (3rd ed.). Huntington, NY: Juris Publishing, Inc.
Dixon, M. (2005). Textbook on International Law.
Fenwick, C. C. (1971). International Law (3rd Indian Reprint).
Brown, E. D. (1994). The International Law of the Sea (vol. 2)

Statutes:

Convention relating to the Status of Refugees, United Nations
Convention on the Law of the Sea
The Geneva Convention on the Continental Shelf, 1958.

Course Title: Practical Aspects of Civil and Criminal Justice
Group A: Civil Courts Act and CRO
Group B: Criminal Rules and Orders
Group C: Conveyancing and Drafting
Course Code: LAW04214202
Credit: 4.0 Credit hours

SL NO	Course Content (as Summary)	Teaching Hrs	CLOs
1	Civil Courts Act: Classes of civil courts, number of judges, administrative control of courts, local limits of jurisdiction of courts etc. Ordinary Jurisdiction: Original jurisdiction of District or joint District Judge, Jurisdiction of Senior Assistant Judge, appellate jurisdiction.	4	CLO1
2	Special Jurisdiction: Transfer of appeals, exercise of jurisdiction of district Judge in certain proceedings by Joint District Judge, Senior Assistant Judge and or Assistant Judge, Disposal of Proceedings etc. Confer power of civil courts, Judges not to try suits in which they are interested, Subordination of courts to District courts, Application of the Act to small causes.	4	CLO1
3	Supplementary Provisions under CRO regarding civil matters in Civil Courts: Court Hours, Cause List, Pleading and Petitions etc. Court hours and holidays, cause list, Basic things of civil suit, general rules of pleadings, petitions and affidavits. Presentation, Registration and examination of Plaints: Essentials of suit, institution of civil suit, filing written statement and examination of Plaintiff. Preparation of Trials, Framing of Issues and Recording of Evidence.	6	CLO1
4.	Preparation for trials, admission of documents, admission of facts, inspection of documents, framing of issues. Examination Of Witness: Attendance of Witnesses, Commission, Local investigation. Judgment, Decree and Cost: provisions of judgment and drawing up of Decrees, Execution of decree. Arrangement and Preparation of Records during trial; Rules relating to Registers and Annual Reports.	6	CLO2
5	Court Hours, Cause List, F.I.R, G.D and C.R case etc: Court hours and holidays, cause list, Basic things of criminal case like FIR, GD C.R case. Practice in the Trial of Criminal Cases: Summary Trials; Security Cases; Trial of Riot Cases; Cases under Special and Local Acts; Cases against	6	CLO3

	Government Servants; Maintenance Cases; Cases Relating to Offences affecting the Administration of Justice and Contempt of Court, Issue of Summon and arrest warrant, procedure issue of process and notice, process in which accused has abscond. General Rules Applicable to Investigation and Trials: produce of accused before magistrate, Remand to police custody, Affidavit, oath and affirmation		
6	Witnesses--Criminal Courts; Bail and Recognizance; Police; Police Diaries and Statements before the Police; Confessions and Statements of Accused Persons; Approvers; Proceedings against Absconders and Record of Evidence in their Absence; produce of accused before magistrate, Remand to police custody, Affidavit, oath and affirmation	6	CLO4
7	Extradition and Foreign Jurisdiction (Criminal Courts), Sentences; Execution of Sentences; First Offenders; Youthful Offenders; Habitual Offenders; Sessions Cases; Appeal and Revision—Criminal; Transfer of Criminal Cases; Public Prosecutors;	6	CLO5
8	Conveyancing and Drafting: Conveyance & Drafting- meaning, Characteristics, principles of drafting, conveyancing, distinction between conveyancing and drafting. Drafting sale, mortgage, lease, exchange, gift or hiba, wakf, trust, will, or wasiyat, deed of power of attorney etc. Writing legal opinion, power of attorney, and notice of different kings.	6	CLO5
9	Drafting (Criminal): FIR, General Diary, bail petition, hajira petition, time petition, CR case, Memorandum of Appeal, Petition for Revision, petition under section 241A of the Cr.P.C Drafting of Habeas Corpus Petition u/s 491 of the Code of Criminal Procedure, 1898 Drafting of Quashment Petition u/s 561A of the Code of Criminal Procedure, 1898. Drafting (Civil): Drafting of Pleading, Complaint & Written Statement, Application: for temporary injunction, for pre-emption, for interlocutory order, for amendment of pleading, for setting aside ex-parte decree, execution of decree, for transfer of civil suit, Drafting of Review Petition, Drafting of Petition for Revision , Drafting an appeal against order	6	CLO5
10	Courts, Legal Institutions or Law chambers Visit for Gaining the practical knowledge; Meet with Prominent Lawyers, Jurists, Judges etc.	6	CLO6

Textbooks:

A. B. Majumder, *Plaints and Complaints*

Siddiqur Rahman Miah, *Civil Rules and Orders*

Saud Hasan Monica Khan, *Legal Drafting and Conveyancing: drafting civil, criminal, writ and conveyancing*, 2nd Edition, New Warsi Book Corp

Criminal Rules and Orders

Reference Books & Materials:

Murali Monohar, *The Art of Conveyancing and Pleading*
Hargopal, Indian Draftsman, *Guide to Legal Drafting*
Md. Abdul Halim, *A Guide to Conveyancing & Legal Drafting*
A B Siddique and Dr. MahbuburRahman , Civil Case Drafting & Practice

Course Title: Professional Ethics and Trial Advocacy
Course Code: LAW 04214203
Credit: 4 Credit hours

SL NO	Course Content (as summary)	Teaching Hrs.	CLOs
1.	Introduction: Nature and Need of the Legal Profession, Legal Profession as distinguished from business, History of legal profession in the sub-continent, Unified Bar in independent Bangladesh, What is Legal Profession, International Principles of Legal Profession.	4	CLO 1
2.	Introduction to the Bangladesh Bar Council: Introduction to Bangladesh Bar Council, 1972, Establishment of Bangladesh Bar Council, , Characteristics of Bar Council, Constitution of Bar Council, Functions of Bar Council, Committee of the Bar Council	4	CLO 2
3.	Qualifications to be an Advocates: Qualification of an advocate, Condition to practice in the HCD, Bar Council Tribunal and Appellate Tribunal, Punishment Enrolment of Advocates, Rules relating to Apprentice, Committees of the Bar Council, Formation of the committee,	4	CLO 2
4.	Cannons of Professional Conduct and Etiquette: Conduct with regard to other Advocate, Conduct with regard to the Clients and Conduct with regard to the Court and Conduct with regard to the Public Generally.	6	CLO 2
5.	Initial Matters in advocacy: Client Interview, Marshaling of facts, Opening of a case, Charge hearing and charge framing	6	CLO 3
6.	Advocacy in Examination: Rules and Arts of Examination –in-chief, Cross Examination, and Re-Examination	12	CLO4
7.	Documents exhibition: The rules and laws regarding exhibiting documents and documents exhibition	4	CLO4
8	Arguments: The techniques and rules regarding arguments and their application	8	CLO5
9	Moving a bail petition: The procedure of moving a bail petition and its application	8	CLO5
10	Courts, Legal Institutions or Law chambers Visit for Gaining the Practical Knowledge; Meet with Prominent Lawyers, Jurists, Judges etc.	6	CLO6

Text Books:

Md. Saiful Islam: *Legal Practitioners and Bar Council Laws*, 3rd Edition, Lipi Law Book House, Dhaka (2019)
 Saud Hasan and Monica Khan, *Trial Advocacy Skills*.

Reference Books & Materials:

The Bangladesh Legal Practitioners and Bar Council Order, 1972
 The Bangladesh Legal Practitioners and Bar Council Rules, 1972
 Lord Denning, 1993. *The Discipline of Law*
 J. Hamidul Haq, *Trial of Civil Suits and Criminal Cases* (2nd Edition, Universal Book House, 2014) KK Singh and HP Gupta, *The Indian Evidence Act, 1872* (2nd Edition, Eastern Book Company, 2012) Andy Boon, *Cavendish Legal Skill Series (Advocacy)* (2nd Edition, Routledge-Cavendish, 1999)

Course Title: Legal Research and Writing

Course Code: LAW 04214204

Credit: 4 Credit hours

SL NO	Course Content (as summary)	Teaching Hrs.	CLOs
1.	Introduction: Defining the research, Legal research, Aims and Objectives of conducting research, Importance research.	4	CLO 1
2.	Classification of Legal Research & Writing: Types of conducting legal research, Differences between Qualitative and Quantitative research, Differences between Doctrinal and Empirical research.	4	CLO 1
3.	Research Design, Sampling Design, Measurement and Scaling Techniques: Importance of research design, Methods of Sampling, Measurement and Scaling Techniques	4	CLO 2
4.	Methods of Data Collection: Guidelines for Constructing Questionnaire/Schedule, Guidelines for Successful Interviewing, Difference between Survey and Experiment, Processing and Analysis of Data.	6	CLO 3
5.	Citation: What is Citation? Importance of Citation. Introducing OSCOLA Citation style for writing research proposal. Plagiarism: Define the term Plagiarism. Importance of knowing plagiarism. how to avoid plagiarism	6	CLO 3
6.	Research Proposal: What is research Proposal. importance of writing a research proposal. Elements of writing research proposal.	12	CLO4

Text Books:

Abdullah Al Faruque, *Essentials of Legal Research*, 2nd edn., Palal Prokashoni, Dhaka, 2017
 Md. Milan Hossain, *Legal Research and Writings*, Sufi Prokashani, Dhaka, 2020

Reference Books & Materials:

- Rattan Singh, *Legal Research Methodology*, LexisNexis, 2015
 Bonita, Roberts & Linda, *Legal Research Guide: Patterns and Practice*, 6th Edn., LexisNexis, 2011
 Marjorie D Rombauer, *Legal Problem Solving Analysis, Research and Writing*, 4th Edn., West Pub Co, 1983
 Myneni, *Legal Research Methodology*, Allahabad Law Agency, 2019
 Jacobstein, Mersky and Dunn, *Fundamentals of Legal Research and Legal Illustrated*, 6th Edn., Foundation Pr, 1994
 Cohen and Olson, *Legal Research in a Nutshell*, 12th edn., West Academic
 C R Kothari, *Research Methodology*, 2nd Edn., New Age International Pvt Ltd Publishers, 2009
 M Zainul Abedin, *A Handbook of Research*, 2nd edn., Book Syndicate, Dhaka, 2005

10.0 List of Teachers and Staffs

Name of the Faculty	Designation	Code	Mobile No.	Email address
Prof. Dr. Syed Sarfaraj Hamid	Dean, Faculty of Law, BUBT	DSH	01712144267	sarfaraj_shovon@yahoo.com
Md. Ashif-Ul-Haque	Chairman, Department of Law and Justice, BUBT (Assistant Professor)	AUH	01756019132	ashif@bubt.edu.bd
Dr. Md. Milan Hossain	Associate Professor	DMMH	01716008339	milan@bubt.edu.bd
Falguni Mozammel	Assistant Professor	FM	01719362730	falguni@bubt.edu.bd
Ariful Islam	Assistant Professor	MAI	01762855415	ariflaw.iu@gmail.com
Khaledur Rahman	Assistant Professor	KRA	01717513197	khaled.r@bubt.edu.bd
Tanzima Akter Sumi	Assistant Professor	TASU	01767053369	tanzima.sumi@yahoo.com
Subrina Akter	Assistant Professor	SUBA	01731016766	subrina.zoha@gmail.com
Farzana Akter Kanta	Lecturer	FRZK	01553346631	farzanalaw91@gmail.com
Subrina Reza	Lecturer	SBRZ	01794505216	subrina.sara.reza@gmail.com
Md. Mosharraf	Lecturer	MMSH	01721875578	mosharrafhosain22@gmail.com

Hosain				
Helal Morshed Omiyo	Lecturer	HMO	01684121446	omiyo10643@gmail.com
Fabiha Mahzabin Rohman	Lecturer	FMR	01742439057	fabihamahzabinrohman@gmail.com
Md. Rajib Mondol	Lecturer	MRM	01980143296	rajibmondoledu@gmail.com

Adjunct Faculty

Name of the Faculty	Designation	Code	Mobile No.	Email address
Prof. Dr. Sarkar Ali Akkas Dean, Faculty of Law Jagannath University	Professor	DSAAa	01715057243	aliakkas@gmail.com
Md. Masud Parvez Chief Judicial Magistrate, Jamalpur	Associate Professor		01717513561	
Mostafizur Rahman Advocate, Bangladesh Supreme Court	Associate Professor	MRa	01715786835	tutul0312@gmail.com
Barrister Maruf Islam Chowdhury, Advocate, Bangladesh Supreme Court	Associate Professor	BMICa	01731426427	michowdhury28@gmail.com
Fairooz Aanika Dipinty Adjunct Faculty	Assistant Professor	FADA	01822515363	fairoozaanika@Yahoo.com
Md. Minhajul Abedin Chowdhury Advocate Supreme Court of Bangladesh	Lecturer	MAC	01571771213 01860019655	

Supporting Staff

Name of the Employee	Designation	Mobile No.
Samia Akter	Office Assistant	01991279030
Md. Jewel Mia	MLSS	01918356175
Md. Tariqul Islam	MLSS	01747441125

11.0 Features and Facilities of POE

S L	Room No	Category	Available Facilities
1.	507	Dean's Room	Equiped with necessary facilities
2.	505	Chairman's Room	Equiped with necessary facilities
3.	512	PSAC Head's Room	Equiped with necessary facilities
4.	501	Class Room	1. Seat Capacity-45 2. Chair-45 3. Table -45 4. Multimedia-01 5. Ac-03 6. Fan-06 7. Light-08 8. Lecture Deck- 01 9. White Board-01

5.	508	Class Room	1. Seat Capacity-45 2. Chair-45 3. Table -45 4. Multimedia-01 5. Ac-02 6. Fan-06 7. Light-08 8. Lecture Deck- 01 9. White Board-01
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6.	510	Class Room	1. Seat Capacity-45 2. Chair-45 3. Table -45 4. Multimedia-01 5. Ac-02 6. Fan-06 7. Light-08 8. Lecture Deck- 01 9. White Board-01
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7.	504A	Class Room	1. Seat Capacity-40 2. Chair-40 3. Table -40 4. Multimedia-01 5. Ac-02 6. Fan-06 7. Light-08 8. Lecture Deck- 01 9. White Board-01
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8.	504B	Class Room	1. Seat Capacity-65 2. Chair-65 3. Table -65 4. Multimedia-01 5. Ac-02 6. Fan-09 7. Light-12 8. Lecture Deck- 01 9. White Board-01
9.	502	Moot Court	1. Seat Capacity-50 2. Chair-50 3. Table -50 4. Multimedia-01 5. Ac-04 6. Fan-07 7. Light-14 8. Lecture Deck- 01 9. White Board-01
10.	509	Law Lab	1. Seat Capacity-10 2. Computer=10 3. Cabinet--01 4. Ac-03 5. Fan-06 6. Light-06 7. Lecture Deck- 01 8. White Board-01
11.	503	Moot Court Society	1. File Cabinet -01 2. Almirah- 01 3. Ac-01 4. Fan-04 5. Light-04

12.	CLR		1. File Cabinet -01 2. Almirah- 01 3. Ac-01 4. Fan-04 5. Light-04
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12. Academic Achievements with Accompanying Pictures

12.1. Department of Law and Justice, BUBT arranged the orientation program of the students of 46th Intake of LLM Program and students of 52 Intake, section 1&2 of LLB Program on 1st July, 2024 at the International Conference Hall, BUBT. Among the distinguished guests, honorable Professor Dr. Md. Ali Noor, Vice Chancellor (additional charge) and Pro-Vice Chancellor, was the Chief Guest, Professor Santi Narayan Ghosh, Director, IQAC, BUBT was the Special Guest and Professor Dr. Syed Sarfaraj Hamid was the Chair of the Program. Moreover, the Registrar, Controller of Examination and Proctor also graced the program.



Pic: Students of LLM Program, Guests and Faculty Members



Pic: Students of LLB Program, Guests and Faculty Members

12.2 Department of Law and Justice, BUBT has organized a visit to the Parliament (House of the Nation) on 27th September, 2022 for the students of LLB and LLM programmes. The visit was a great opportunity for the students to explore them with the law-making procedure observing in our country; it will certainly help them in preparing their future careers in drafting and proposing policy and legislation. The visit was supervised by two faculty members of the Department of Law and Justice.



Pic: Students Visiting Parliament (House of the Nation)

12.3 A team consisting of five members from BUBT Moot Court Society (BMCS) has attended a 2 day long (28-29 September,2023) 4th Jessup Workshop, titled "May It Please The Court: Unveiling The Art Of Jessup Mooting" organized by Jessup Bangladesh at the premises University of Dhaka, Sponsored by ILSA Old Bailey, Hearth Bangladesh. It helped our students to get idea about i) Oral submission, ii) Memorial drafting and making process iii) Court conduct, iv) Participation on Global round, v) Sharing of Global Champion team and experience.



Pic: Participants of 4th Jessup Workshop

12.4 The Male football team of the Department of Law and Justice, BUBT became Runners Up Trophy in the BUBT Inter- Department (Male) Football Tournament, 2023. The trophy was handed over in presence of the honorable Vice Chancellor Professor Dr. Muhammed Fayyaz Khan.



Pic: Male Football team holding the Runners Up Trophy

12.5 The female football team representing the Department of Law and Justice, BUBT won the champion trophy in the BUBT Inter Faculty (female) Football Tournament, 2023 organized by BUBT Sports Club. The trophy was handed over in presence of the honorable Vice Chancellor Professor Dr. Muhammed Fayyaz Khan. The presence of Dean, faculty of Law Prof. Dr. Prof. Dr. Syed Sarfaraj Hamid made the program enthusiastic and encouraging for the students.



Pic: Female Football team holding the Champions Trophy

12.6 Bangladesh University of Business and Technology (BUBT) arranged Intra-Department Cricket Tournament at BUBT Sports Complex. On 17th July 2023 female Students of the Department of Law and Justice, BUBT became the runners-up of the BUBT Inter Department Cricket Tournament 2023. The final match was held between the Faculty of Engineering and Applied Science and the Faculty of Law. Before that, in the Semifinal Match female team of the Faculty of Law has beaten the Department of English by 75 runs.

Prize and Trophy were awarded to both teams in the presence of the Honorable Vice Chancellor, Professor Dr. Muhammed Fayyaz Khan, Pro Vice-Chancellor Professor Dr. Md. Ali Noor, and other respected guests.



Pic: Female Cricket Team with Runners Up Trophy

12.7 A team from the Department of Law and Justice, BUBT participated in the 20th K.K. Luthra Memorial Moot Competition which was organised by Campus Law Centre, University of Delhi from 15-17 March, 2024. Among the participating students, Abdullah Al Fahim and Md Khorshid Alom Piash were the Counsel (Oralist) & Abu Ibn Kayes Diganta was the Off-Counsel (Researcher). The team was supervised by Prof. Dr. Syed Sarfaraj Hamid, Dean of the Faculty of Law, & Chairman of the Department of Law and Justice (BUBT).

Apart from the Indian teams, various teams from the United Kingdom, Nepal, Sri Lanka & Jamaica also participated in this competition.



Pic: Participants of 20th K.K. Luthra Memorial Moot Competition along with the Dean, Faculty of Law

12.8 From 14th February to 17 February 2024, a group of students and faculty members from the Department of Law and Justice, BUBT embarked on a 4 day long study tour at Sylhet. The tour involved visiting historical and cultural places of Sylhet such as, Jaflong, Bholaganj, Ratargul swamp forest, Lexus garden and Mazar Sharif of Hazrat Shah Pharan (R:) and Hazrat Shahjalal (R:).



Pic: Students along with the University Officials, Dean and Faculty Members

12.9 On February, 2024 the Department of Law and Justice, BUBT participated ‘Spring Celebration’ along with other departments of the University. The colorful occasion was enjoyed by the students, faculty members of officials of the University.



Pic: University Officials and Deans of Different Faculties at ‘Spring Celebration’ event.



Pic: Students along with the faculty members in front of the Stall of the Department of Law and Justice, BUBT