

REGISTRATION PACKAGE

Semester: Summer 2018
MBA Programs



Master of Business Administration (MBA)
Regular & Executive

Department of Business Administration



NORTHERN UNIVERSITY
OF BUSINESS & TECHNOLOGY KHULNA

Knowledge for an Enlightening Future

<http://nubtkhulna.ac.bd/>
ACAD: +88 017555 13187

admission@nubtkhulna.ac.bd
Admission: +88 017555 14662-3

Department of Business Administration
Program: MBA, Semester: Summer, Year: 2018

☐ Academic Calendar

☐ Collect and Submit Registration Request Form (RRF)	:	13-21 July, 2018
☐Orientation (for 1 st semesters only)	:	20 July, 2018
☐ Commencement of Classes	:	20 July, 2018
☐ Add / Drop of Courses	:	28 July, 2018
☐Deadline for Payment to Confirm Registration (<i>Payment must be minimum 40% of the total tuition fees</i>)	:	05 August, 2018
☐ Late Registration with Tk. 1000/- fine	:	09 August, 2018
☐ Deadline for Semester Drop (<i>By filling up the Prescribe Form available in ACAD</i>)	:	28 July, 2018 (<i>Only semester fee to be paid</i>)
☐Class and Exam Schedule:		
i) Class Period before Mid-Term	:	20 July to 18 August, 2018
ii) Mid-term Examinations Start from	:	31 August, 2018
iii) Class Period before Final Exam	:	Up to 20 October, 2018
iv) Final Examinations Start from	:	26 October, 2018
☐Commencement of Fall 2018	:	23 November, 2018
☐Publication of Result of Summer 2018	:	30 November, 2018

[Students must complete Teaching Efficiency Rating (TER) before the final exams. If any student fails to fill up TER Form, his/ her results will remain withheld automatically.]

☐ Tuition Payment Structure and Deadlines

Option 1	Option 2 (Payment by Installments)	Payment Date
Pay 100% of the semester tuition and other fees at the time of registration <u>Otherwise use option 2</u>	<u>Installment – 1: (Within one week of class starts)</u> ❖ Pay minimum 40% of the semester tuition and other fees. ❖ If a student fails to pay within the deadline s/he may pay the fees with 1000/- taka late fine within one week.	By August 05, 2018
	<u>Installment – 2: (Before Mid-Term Exam.)</u> ❖ Pay minimum 30% of the rest of the semester tuition fees ❖ Failure of pay as specified, a student will be fined Tk.1000/=	By August 28, 2018
	<u>Installment – 3: (Before Final Exam.)</u> ❖ Pay remaining balance of the semester tuition fees ❖ Failure of pay as specified, a student will be barred from attending final examination	By October 22, 2018

Department of Business Administration
Program: MBA, Semester: Summer 2018
List of Offered Courses and Date of Examinations

Sl.	C. Code	Course Title	Cr.	Batch	Teacher	Midterm	Final
1.	MBA 0502	Business Communication	3	RMBA-1A	KF	07-09-18	02-11-18
2.	MBA 0503	Organizational Behavior	3	RMBA-1A	FA	15-09-18	10-11-18
3.	MBA 0504	Principles of Accounting	3	RMBA-1A	JA	22-09-18	17-11-18
4.	MBA 0505	Financial & Managerial Accounting	3	RMBA-2A	Merged to EMBA 1A	31-08-18	26-10-18
5.	MBA 0506	Principles of Marketing	3	RMBA-2A		08-09-18	03-11-18
6.	MBA 0507	Principles of Finance	3	RMBA-2A		14-09-18	09-11-18
7.	MBA 0508	Human Resource Management	3	RMBA-2A		22-09-18	17-11-18
8.	MBA 0509	Marketing Management	3	RMBA-3A	Merged to EMBA 2A	01-09-18	27-10-18
9.	MBA 0510	Quantitative Methods for DM	3	RMBA-3A		07-09-18	02-11-18
10.	MBA 0511	Managerial Economics	3	RMBA-3A		14-09-18	09-11-18
11.	MBA 0512	Financial Management	3	RMBA-3A		22-09-18	17-11-18
12.	MBA 0601	Strategic Management	3	RMBA-4A	Merged to EMBA 3A	01-09-18	27-10-18
13.	MBA 0602	Business Law	3	RMBA-4A		08-09-18	03-11-18
14.	MBA 0603	Management Information System	3	RMBA-4A		14-09-18	09-11-18
15.	MBA 0508	Human Resource Management	3	RMBA-4A	Merged to E1B	21-09-18	16-11-18
16.	MBA 0505	Financial & Managerial Accounting	3	EMBA-1A	JA	31-08-18	26-10-18
17.	MBA 0506	Principles of Marketing	3	EMBA-1A	RP	08-09-18	03-11-18
18.	MBA 0507	Principles of Finance	3	EMBA-1A	MAR	14-09-18	09-11-18
19.	MBA 0508	Human Resource Management	3	EMBA-1A	PMI	22-09-18	17-11-18
20.	MBA 0505	Financial & Managerial Accounting	3	EMBA-1B	Merged to E1A	31-08-18	26-10-18
21.	MBA 0506	Principles of Marketing	3	EMBA-1B	MI	07-09-18	02-11-18
22.	MBA 0507	Principles of Finance	3	EMBA-1B	Merged to E1A	14-09-18	09-11-18
23.	MBA 0508	Human Resource Management	3	EMBA-1B	FA	21-09-18	16-11-18
24.	MBA 0509	Marketing Management	3	EMBA-2A+1C	MM	01-09-18	27-10-18
25.	MBA 0510	Quantitative Methods for DM	3	EMBA-2A+1C	MSH	07-09-18	02-11-18
26.	MBA 0511	Managerial Economics	3	EMBA-2A+1C	ST	14-09-18	09-11-18
27.	MBA 0512	Financial Management	3	EMBA-2A+1C	MHP	22-09-18	17-11-18
28.	MBA 0509	Marketing Management	3	EMBA-2B	MI	31-08-18	26-10-18
29.	MBA 0510	Quantitative Methods for DM	3	EMBA-2B	WU	07-09-18	02-11-18
30.	MBA 0511	Managerial Economics	3	EMBA-2B	SMK	14-09-18	09-11-18
31.	MBA 0512	Financial Management	3	EMBA-2B	EA	21-09-18	16-11-18
32.	MBA 0601	Strategic Management	3	EMBA-3A+2C	AU	01-09-18	27-10-18
33.	MBA 0602	Business Law	3	EMBA-3A+2C	HK	08-09-18	03-11-18
34.	MBA 0603	Management Information System	3	EMBA-3A+2C	SA	14-09-18	09-11-18
35.	MBA 0604	Research Methodology	3	EMBA-3A+2C	MNA	21-09-18	16-11-18
36.	MKT 0606	International Marketing	3	Major MKT	MNV	01-09-18	27-10-18
37.	MKT 0607	Consumer Behavior	3	Major MKT	RP	07-09-18	02-11-18
38.	MKT 0608	Service Marketing	3	Major MKT	MM	14-09-18	09-11-18
39.	MKT 0609	Integrated Marketing Communication	3	Major MKT	MI	22-09-18	17-11-18
40.	HRM 0605	Human Resource Strategy	3	Major HRM	FA	01-09-18	27-10-18
41.	HRM 0606	Training and Development	3	Major HRM	AU	07-09-18	02-11-18
42.	HRM 0607	Industrial Relations	3	Major HRM	KF	15-09-18	10-11-18
43.	HRM 0608	Conflict Mgt. and Negotiation	3	Major HRM	PMI	21-09-18	16-11-18
44.	FIN 0606	International Finance	3	Major FIN	MHP	01-09-18	27-10-18
45.	FIN 0607	Financial Institutions & Markets	3	Major FIN	MAR	08-09-18	03-11-18
46.	FIN 0608	Portfolio Management	3	Major FIN	EA	14-09-18	09-11-18
47.	FIN 0609	Working Capital Management	3	Major FIN	MRH	21-09-18	16-11-18

Department of Business Administration
Program: MBA, Semester: Summer 2018
Class Routine (Effective from 20st July 2018)

For Friday MBA

Day	Batch	Morning Shift		Evening Shift	
		(09:00am–11:00am)	(11:00am-01:00pm)	(03:00pm–5:45pm)	(06:00pm– 8:45pm)
FRI DAY	EMBA 1B	MBA0508- FA R# 408	MBA0506- MI R# 408	MBA0505- JA R# 408	MBA0507- MAR R# 408
	EMBA 2B	MBA0510- WU R# 403	MBA0511- SMK R# 403	MBA0512- EA R# 403	MBA0509- MI R# 403

For EMBA, RMBA & BMBA

DAY	Batch	(03:00pm–5:45pm)	(06:00pm– 8:45pm)
FRI DAY	RMBA 1A	MBA0502- KF/ Room# 401	---
	EMBA 1A + RMBA 2A	MBA0505- JA/ Room# 408	MBA0507- MAR/ Room# 408
	EMBA 2A+1C+ RMBA 3A	MBA0510- MSH/ Room# 407	MBA0511- ST/ Room# 407
	EMBA 3A+2C+RMBA 4A	MBA0604- MNA/ Room# 402	MBA0603- SA/ Room# 402
	Major Marketing	MKT 0608- MM/ Room# 405	MKT 0607- RP/ Room# 403
	Major Finance	FIN 0609- MRH/ Room# 406	FIN 0608- EA/ Room# 406
	Major HRM	HRM 0606- AU/ Room#302	HRM 0608- PMI/ Room#302
SATURDAY	RMBA 1A	MBA0503- FA/ Room# 401	MBA0504- JA/ Room# 401
	EMBA 1A + RMBA 2A	MBA0508- PMI/ Room# 408	MBA0506- RP/ Room# 408
	EMBA 2A+1C+ RMBA 3A	MBA0509- MM / Room# 407	MBA0512- MHP/ Room#407
	EMBA 3A+2C+RMBA 4A	MBA0601- AU/ Room# 402	MBA0602- HK/ Room# 402
	Major Marketing	MKT 0609- MI/ Room# 408	MKT 0606- MNN/ Room# 408
	Major Finance	FIN 0606- MHP/ Room# 406	FIN 0607- MAR/ Room# 406
	Major HRM	HRM 0607- KF/ Room#302	HRM 0605- FA/ Room#302

Examination Time

Midterm	Final
04:00 pm – 05:30 pm	03:30 pm – 05:30 pm

Department of Business Administration
Program: MBA, Semester: Summer 2018
List of Faculty Members and Batch Advisers

☐ List of Faculty Members of Business Administration and Batch Advisers

SL	Name of the Faculty	Acronyms	Designation	Mobile No	Adviser of
01	Prof. Md. Ibrahim	PMI	Professor	01718-135216	-
02	Sk. Mahmudul Hasan Polash	MHP	Professor (KU) & Advisor	01715-442233	-
03	Prof. Sarif Mohammad Khan	SMK	Professor (KU) & Advisor	01711-443386	-
04	S.M. Monirul Islam	MI	Asst. Professor & Head	01755-513195	Major MKT
05	Masum Murtaza	MM	Asst. Professor	01755-513197	E 3A, 2C, R4A
06	Rumana Perveen	RP	Asst. Professor	01917-628283	EMBA 1A, R2A
07	Sadia Tasneem	ST	Sr. Lecturer	01911-558136	E2A, 1C, R3A
08	Mirza Arifur Rahman	MAR	Sr. Lecturer	01716-067072	EMBA 1B
09	Ms. Eliza Akther	EA	Sr. Lecturer	01778-934565	Major FIN
10	Farhana Afrin	FA	Lecturer	01722-800586	Major HRM
11	Kaniz Fatama	KF	Lecturer	01671-000102	B2C, R1A
12	Md. Jahangir Alam	JA	Lecturer	01758-212253	RMBA 1A

☐ List of Permanent Faculties from other Departments of NUBT Khulna

SL	Name of the Teachers	Acronyms	Designation	Department	Mobile No.
01	Md. Waliullah	WU	Assistant Professor	CSE	01708 352789

☐ List of Adjunct Faculties from Public University and Industry

SL	Name of the Faculty	Acronyms	Designation	Mobile No
01	Dr. Md. Noor Un Nabi	MNN	Professor, KU	01944 732 284
02	Dr. Md. Nur Alam	MNA	Professor, KU	01914 066 237
03	Dr. Md. Shamim Ahsan	SA	Professor, KU	01675 328 671
04	Mir Shohrab Hossain	MSH	Associate Professor, KU	01911 688 788
05	Dr. Amanat Ullah	AU	Adjunct Faculty, NUBT	01754 221 194
06	Md. Humayun Kabir	HK	Ad. Chief Judicial Magistrate	01732-718424
07	Md. Riazul Haque	MRZ	D.D. Bangladesh Bank	01712-075459

☐ Program Officer of MBA, Academic Affairs Department (ACAD)

SL	Name of the Officer	Designation	Department	Mobile	Office
01	Md. Ashfaqur Rahman	Jr. Admin Officer	Business Admin.	01755 513187	Ground Floor



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Knowledge for an Enlightening Future

Program: MBA

Students Copy

Semester: Summer 2018

Registration Request Form

RMBA/EMBA/BMBA

Name of the Student: ID (in full):

Name of the Advisor..... Guardian's Contact #.....

CGPA..... Major..... Minor..... Student's Contact #.....

SL.	Course Code	Course Title	Credit	Section	Remarks
01					
02					
03					
04					
05					
Total Credit Hours					

N.B: You Must Confirm Registration by paying at least 40% of total tuition fees by August 05, 2018

.....
Student's Signature & Date

.....
Advisor's Signature & Date



NORTHERN UNIVERSITY OF BUSINESS & TECHNOLOGY KHULNA

Knowledge for an Enlightening Future

Semester: Summer 2018

Office Copy

Registration Request Form

RMBA/EMBA/BMBA

Name of the Student: ID (in full):

Name of the Advisor..... Guardian's Contact #.....

CGPA..... Major..... Minor..... Student's Contact #:

SL.	Course Code	Course Title	Credit	Section	Remarks
01					
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Total Credit Hours					

N.B: You Must Confirm Registration by paying at least 40% of total tuition fees by August 05, 2018

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Student's Signature & Date

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Advisor's Signature & Date