



Institute of Science Trade and Technology (ISTT)
Department of Business Administration
BBA 1st Year 1st Semester (Session: 2020-21)
Mid-Term Examination Notice
(28.02.2022)

This is to inform all the students of BBA 1st semester (session: 2020-21) that your **Mid-Term Examination** will start from **21.03.2022 (Monday)** as per as the following schedule. **You must have to attend the Mid-term Examination. Final In-Course number will be determined based on your Mid-term performance & your attendance in the examination is highly required to ensure your academic participation. As a regular student of the department, you must have to pay your previous dues/financial obligations to sit for the Mid-term Exam.** You are instructed to contact with your department /Guide Teacher for any type of instruction and assistance (academic or financial).

Mid-Term Examination Schedule

Date & Day	Subject	Time	Room No.
21.03.2022 (Monday)	Introduction to Business	2.00 pm-03.30 pm	204 205
23.03.2022 (Wednesday)	Business Communication and Report Writing.	2.00 pm-03.30 pm	204 205
24.03.2022 (Thursday)	Basic Accounting	2.00 pm-03.30 pm	204 205
27.03.2022 (Sunday)	Business Mathematics	2.00 pm-03.30 pm	204 205
28.02.2022 (Monday)	History of the Emergence of Independent Bangladesh.	2.00 pm-03.30 pm	204 205

Process:

- 1) Pay dues to the Accounts Department (All dues upto March, 2022)**
- 2) Collect Admit Card from Sujan Kumar Bagchi Sir on/before 16.03.2022**
- 3) You must have to bring your Admit Card on exam date**

[Notes: Your regular class will close from 16.03.2022 & will resume on 02.04.2022]

Coordinator
Department of Business Administration

Head of the Department
Department of Business Administration

Copt to:

Executive Director Sir Office,
Principal Sir Office,

Accounts Department, Admin Department, Guide Teacher, Course Teacher, Notice Board