

# *Bachelor of English (ELL)*

**Registration Package**  
**Semester Summer-2019**



**NORTHERN UNIVERSITY**  
BANGLADESH  
Knowledge for Innovation and Change

**Published By:**

Department of English

## **Academic Rules & Instructions**

### **Registration:**

01. Students must register for the courses they wish to attend. Without registration no one is allowed to attend classes.
02. Students may register for 9-12 credits (maximum 4 courses) in a semester. However, a student may take 5 courses, if the conditions are met and the advisor approves it.
03. The optimum size of each class is 50 students. A section may not be offered if less than 15 students enroll for it.
04. A registered student must be paid their tuition fees within the specified deadline, as indicated in the “**tuition fees payment structure**”. Failure to confirm registration by the deadline will result a student to be barred from attending classes.
05. No subject will be allowed together with internship program. Students having **CGPA 3.300** and above may be allowed to take project paper instead of internship program by the respective advisor.
06. Section change within the same course is not allowed once the semester begins.

### **Examination:**

07. The Schedule for the midterm and the final examinations is provided with the booklet (**Registration Package**). It is student’s responsibility to select courses in a way so that those match with class and examination schedule.
08. Special mid-term will be allowed only for medical ground or unavoidable circumstances. The students must apply to the Vice-Chancellor through Head of the Department for special midterm exam. Decision to be given by honorable Vice-Chancellor. A fee of TK.2000/- per course will be charged for special midterm examination.
09. Students may be allowed to seat for special final exam on humanitarian ground, if the Head/Coordinator feels appropriate, the application is to be submitted with supporting documents to the ACAD within 07 days of the completion of exam for the approval of Controller of Examination. A fee of TK.2000/- per course will be charged for special final examination.
10. A student is required to attend 70% classes to be eligible to sit for the semester final examination on a particular course. However, if a student attains 50% to less than 70% class’s attendance, s/he can still attend final examination with a fine of Tk. 1000/- for each course after being permitted by respective Dean/Head.
11. Students attaining less than 50% attendance shall not be allowed to sit for final exam.
12. Students having zero attendance shall not be allowed to sit for mid-term examination except being permitted by the Vice Chancellor

### **Academic Dismissal:**

13. A student will be dismissed from university if his/her GPA fall **below 2.00** for consecutive 3 semesters, or gets F,X,Y grades in fourth attempts, or breach any of the university regulations.

### **Semester Leave:**

14. A registered student who requires semester leave on valid ground must obtain permission before the commencement of the semester. The length of leave is a maximum of two semesters .The student taking semester leave must pay TK.1000/- as semester leave fee.

### **Semester Drop:**

15. A registered Student must pay only semester fee of the semester if s/he applies for semester drop within one week of the commencement of the semester in consent of their Guardians/Parents, after this time limit and before midterm exam, Student must pay 50% of total tuition fees and after midterm exam s/he is liable to pay 100% of total payable amount for that particular semester.

### **Course Improvement/Retake:**

16. i) For an ‘F’ grade & Improvement of any grade the course must be repeated within the next 3(three) consecutive semesters but pre- requisite course/s must be repeated on priority basis.  
ii) As for the improvement of grade of any course, the incumbent student may be allowed to repeat for improvement of that course only once if s/he earns up to ‘A-’ grade. It must be taken within the next 3 (three) consecutive semesters.
17. Students are required to complete total credits of the program.

### **Disclaimer:**

*The authority reserves all the rights to change, add, and/or cancel anything in the registration information booklet including academic calendar, class routine, exams schedule, and course offering.*

## Academic Calendar Summer 2019

- |  |                                  |
|--|----------------------------------|
| <input type="checkbox"/> <b>Course Offering, Summer-2019</b>   | : April 01 - 04, 2019            |
| <input type="checkbox"/> <b>Online Pre-Registration for Students</b>   | : April 10 - 15, 2019            |
| <input type="checkbox"/> <b>Approval and Confirmation of Courses from Advisor</b>  | : April 10 - 15, 2019            |
| <input type="checkbox"/> <b>TER Fill up by students for Spring-2019 (Mandatory)</b>  | : March 18-31, 2019              |
| <input type="checkbox"/> <b>Semester Begins</b>  | : May 19, 2019                   |
| <input type="checkbox"/> <b>Add-drop courses if needed (Section change is not allowed)</b><br><i>(Prerequisite Incomplete &amp; Last semester students)</i>  | : May 19- 23, 2019               |
| <input type="checkbox"/> <b>Period for submission of dual exam application</b><br><i>(Last semester students only)</i>   | : May 19- 23, 2019               |
| <input type="checkbox"/> <b>Deadline for Payment to Confirm Registration</b><br><i>(Payment should be minimum of 40% of the total tuition fees)</i>  | : May 23, 2019                   |
| <input type="checkbox"/> <b>Late Registration with Tk. 1000/- fine</b><br><i>(Less than 40% payment will be treated as late registration)</i>  | : May 25, 2019                   |
| <input type="checkbox"/> <b>Deadline for Semester Drop</b><br><i>(Filled the Prescribe Form available in ACAD)</i>   | : May 25, 2019                   |
| <input type="checkbox"/> <b>Class and Exam Schedule:</b>   |                                  |
| I) Class Period before Mid-Term  | : May 19, 2019 – June 27, 2019   |
| II) <b>Mid-Term Examinations</b>   | : June 29, 2019 – July 8, 2019   |
| III) Class Period before Final   | : July 9, 2019 – August 29, 2019 |
| IV) <b>Final Examinations</b>  | : September 1 to 9, 2019         |
| <input type="checkbox"/> <b>Publication of Results</b>   | : September 14, 2019             |
| <input type="checkbox"/> <b>Semester Break for Teachers (Proposed)</b>   | : September 15-17, 2019          |
| <input type="checkbox"/> <b>“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.”</b> |                                  |

### Tuition Fees Payment Structure

| Option 1  | Option 2 (Pay in Installments)   | Payment Date           |
|---|--|------------------------|
| Pay 100% of the semester tuition and other fees at the time of registration<br><b>Otherwise use option 2</b><br>→ | <b><u>Installment 1: (Within one week of class starts)</u></b><br>➤ Pay minimum 40% of the semester tuition and other fees.<br>➤ If fails a student will be fined Tk.1000/= to be paid within one week after expiry of deadline. | <b>May 23, 2019</b>    |
|   | <b><u>Installment 2: (Before Mid Term Exam)</u></b><br>➤ Pay minimum 30% of the rest of the semester tuition fees.<br>➤ Failure to pay as specified, a student will be fined Tk.1000/=   | <b>June 27, 2019</b>   |
|   | <b><u>Installment 3: (Before Final Exam)</u></b><br>➤ Pay remaining balance of the semester tuition fees.<br>➤ Failure to pay as specified, a student will be barred from attending Final Examinations.                          | <b>August 29, 2019</b> |

Note:

1. Once a student registers for the Semester, s/he is liable to pay 100% tuition fees for that particular Semester.
2. Above rules supersedes all previous rules.

**NUB, Banana campus, Offered Courses, ELL Program – summer 2019**

| <b>Batch</b>                    | <b>Sl. No.</b> | <b>Course Code</b> | <b>Course Title</b>                                       | <b>Credit Hour</b> | <b>Instructor</b> |
|---------------------------------|----------------|--------------------|---|--------------------|-------------------|
| <b>1<sup>st</sup> Semester</b>  | <b>1</b>       | ENG 1102           | English Language – II: Listening & Speaking – I           | <b>3</b>           |                   |
|                                 | <b>2</b>       | GED 2107           | World History and Civilizations                           | <b>3</b>           |                   |
|                                 | <b>3</b>       | CIT 1101           | Introductions to Computers                                | <b>3</b>           |                   |
|                                 | <b>4</b>       | ENG 1308           | Introduction to Literature (A): Fiction & Essay           | <b>3</b>           |                   |
| <b>2<sup>nd</sup> Semester</b>  |                | ENG 1102           | English Language – II: Listening & Speaking – I           | <b>3</b>           |                   |
|                                 |                | GED 2107           | World History and Civilizations                           | <b>3</b>           |                   |
|                                 |                | CIT 1101           | Introductions to Computers                                | <b>3</b>           |                   |
|                                 |                | ENG 1308           | Introduction to Literature (A): Fiction & Essay           | <b>3</b>           |                   |
| <b>3<sup>rd</sup> Semester</b>  |                | GED 2107           | World History and Civilizations                           | <b>3</b>           |                   |
|                                 |                | ENG 1308           | Introduction to Literature (A): Fiction & Essay           | <b>3</b>           |                   |
|                                 | <b>5</b>       | ENG 3321           | 17 <sup>th</sup> Century Prose and Drama                  | <b>3</b>           |                   |
|                                 | <b>6</b>       | ENG 3117           | 18 <sup>th</sup> Century Literature – II: Prose & Fiction | <b>3</b>           |                   |
| <b>4<sup>th</sup> Semester</b>  |                | GED 2107           | World History and Civilizations                           | <b>3</b>           |                   |
|                                 |                | ENG 1308           | Introduction to Literature (A): Fiction & Essay           | <b>3</b>           |                   |
|                                 |                | ENG 3321           | 17 <sup>th</sup> Century Prose and Drama                  | <b>3</b>           |                   |
|                                 |                | ENG 3117           | 18 <sup>th</sup> Century Literature – II: Prose & Fiction | <b>3</b>           |                   |
| <b>5<sup>th</sup> Semester</b>  | <b>7</b>       | ENG 4126           | Translation   | <b>3</b>           |                   |
|                                 |                | ENG 3321           | 17 <sup>th</sup> Century Prose and Drama                  | <b>3</b>           |                   |
|                                 |                | ENG 3117           | 18 <sup>th</sup> Century Literature – II: Prose & Fiction | <b>3</b>           |                   |
|                                 |                | GED 2107           | World History and Civilizations                           | <b>3</b>           |                   |
| <b>6<sup>th</sup> Semester</b>  |                | ENG 4126           | Translation   | <b>3</b>           |                   |
|                                 |                | ENG 3321           | 17 <sup>th</sup> Century Prose and Drama                  | <b>3</b>           |                   |
|                                 |                | ENG 3117           | 18 <sup>th</sup> Century Literature – II: Prose & Fiction | <b>3</b>           |                   |
|                                 |                | GED 2107           | World History and Civilizations                           | <b>3</b>           |                   |
| <b>8<sup>th</sup> Semester</b>  | <b>8</b>       | ENG 4127           | Critical Theory and Literary Criticism – II               | <b>3</b>           |                   |
|                                 | <b>9</b>       | ENG 4347           | Syllabus Design, Testing and Evaluation                   | <b>3</b>           |                   |
|                                 | <b>10</b>      | ENG 4235           | Methods & Materials of Teaching English                   | <b>3</b>           |                   |
|                                 |                | ENG 4126           | Translation   | <b>3</b>           |                   |
| <b>9<sup>th</sup> Semester</b>  |                | ENG 4127           | Critical Theory and Literary Criticism – II               | <b>3</b>           |                   |
|                                 |                | ENG 4347           | Syllabus Design, Testing and Evaluation                   | <b>3</b>           |                   |
|                                 |                | ENG 4235           | Methods & Materials of Teaching English                   | <b>3</b>           |                   |
|                                 |                | ENG 4126           | Translation   | <b>3</b>           |                   |
| <b>10<sup>th</sup> Semester</b> |                | ENG 4126           | Translation   | <b>3</b>           |                   |
|                                 |                | ENG 4127           | Critical Theory and Literary Criticism – II               | <b>3</b>           |                   |
|                                 |                | ENG 4235           | Methods & Materials of Teaching English                   | <b>3</b>           |                   |
|                                 |                | ENG 4347           | Syllabus Design, Testing and Evaluation                   | <b>3</b>           |                   |
| <b>11<sup>th</sup> Semester</b> |                | ENG 4126           | Translation   | <b>3</b>           |                   |
|                                 |                | ENG 4127           | Critical Theory and Literary Criticism – II               | <b>3</b>           |                   |
|                                 |                | ENG 4235           | Methods & Materials of Teaching English                   | <b>3</b>           |                   |
|                                 |                | ENG 4347           | Syllabus Design, Testing and Evaluation                   | <b>3</b>           |                   |

Md. Shakhawat Hossain  
Senior Lecturer, Dept. of English, NUB

Professor Nurul Karim Nasim  
Head, Department of English, NUB

## **List of Students' Advisor**

| SI | Students ID  | Name of the Teachers<br>(Advisors) | Acronyms | Cell No     |
|----|--|------------------------------------|----------|-------------|
| 1  | 1 <sup>st</sup> Semester, All Campus Change,<br>Credit Transfer& Research<br>Monograph | A.K. Zunayet Ahammed               | AKZA     | 01714473817 |
| 2  | ELL 160170004--ELL 190170104   | Md. Ferdous Iqbal Chowdhury        | FIC      | 01914848042 |

### **Some of our distinguished Faculty Members**

|   |   |
|---|---|
| A.K. Zunayet Ahammed<br>Assistant Professor<br>Department of English,BC | Md. Ferdous Iqbal Chowdhury<br>Sr. Lecturer<br>Department of English,BC |
|---|---|

### **Administrative Officers**

|   |
|---|
| <b>Kazi Humayoun Kabir</b><br>Principal Admin Officer<br>Concern Officer, BBA, ELL &<br>LLB Programs<br><b>Mobile No: 01755513123</b> |
|---|