



Admission Notice

Bangladesh University of Professionals (BUP)
Department of International Relations

Mirpur Cantonment, Dhaka-1216

Website: www.bup.edu.bd

Diploma in Organisational Security Management (Session: July-Dec 2023)

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| ❖ Duration: 06 months | ❖ Application Submission Date: 01 - 22 October 2023 |
| ❖ Total Credits: 06 | ❖ Admission Test: 23-25 October 2023 |
| ❖ Class Timing: Friday & Saturday | ❖ Admission: 23-25 October 2023 |
| | ❖ Class Commence: 27 October 2023 |

* For eligibility criteria, admission schedule, application procedure and other instructions, visit "Admission > Apply for Diploma Programme" link of BUP website www.bup.edu.bd

* Contact Number: Programme Coordinator: 01769028637; Asst Programme Coordinator: 01769021786.

Dean, FSSS
Bangladesh University of Professional



BANGLADESH UNIVERSITY OF PROFESSIONALS (BUP)

(A Public University Administered by the Bangladesh Armed Forces)

Mirpur Cantonment, Dhaka – 1216

Website: www.bup.edu.bd

Admission Circular: Diploma in Organisational Security Management

Admission Session: July-December 2023 (1st Batch)

BUP invites application from potential candidates for **Diploma in Organisational Security Management** under the Faculty of Security and Strategic Studies (FSSS)

Duration: 06 Months
Total Credits: 06

Academic Fees BDT 50,000 [In two installments]

ELIGIBILITY

- Bachelors' (in any discipline)
- Proficiency in Written and Verbal English
- Preferably 2 years of Job Experience

ADMISSION SCHEDULE

- Online Application Submission: 01 – 22 October 2023
- Date & Venue of Viva-voce & Admission: 23-25 October 2023, BUP Campus, Mirpur Cantonment
- Admission: 23-25 October 2023
- Class Commencing & Opening Ceremony: 27 October 2023
- Class Schedule: Friday & Saturday

CONTACT

Coordinator: Ms. Mansura Amdad: 01769028637

Co-coordinator: Mr. Ruhul Amin: 01769021786

E-mail: ir.professional@bup.edu.bd

WHY DIPLOMA IN ORGANISATIONAL SECURITY MANAGEMENT IN BUP?

Any person after the successful completion of this diploma will be able to:

- Assess security risks of offices and organisations
- Design a mitigation measure based on cost-benefit analysis
- Integrate people, processes and technologies for effective security management.

NECESSARY DOCUMENTS

- Receipt of Application Processing Fee
- Application Form
- Attested Photocopy of Academic Transcript(s)
- Attested Photocopy of NID
- Job Experience Certificate

INSTRUCTIONS ON HOW TO APPLY

Application Processing Fee: Taka 1000.00 (one thousand only), to be deposited to

- Savings Account: **IR Professional Programme**
- Account No.: **0106-0310029398**
- Bank: **Trust Bank Limited**
- Last Date of Deposit: **22 October 2023**
- Service Charge is applicable.
- Detailed application procedure is available at "How to Apply" link on admission website: "admission.bup.edu.bd"

SUBMISSION OF APPLICATION

Application form must be collected online and submitted by **22 October 2023, 02.00 pm**

- *In person or via courier*: Room #1107 (Academic Building), Department of International Relations, FSSS, BUP; or
- *Online* at ir.professional@bup.edu.bd [With the Subject: **Application Submission for the Diploma in Organisational Security Management**; Submit *all* of the documents in *one PDF* file]

N.B.: The authority reserves the right to cancel/ modify/ change any information/ instructions given in this advertisement.

Dean
Faculty of Security & Strategic Studies



BANGLADESH UNIVERSITY OF PROFESSIONALS (BUP)
Mirpur Cantonment, Dhaka-1216
**ADMISSION FORM FOR DIPLOMA IN ORGANISATIONAL
SECURITY MANAGEMENT PROGRAMME**
(For Official Use Only)

5 copies recent
passport size
attested colour
photograph

Form No:		Class Roll No:	
Admission Test Roll No:		Registration No:	
Date of Admission:		Session:	

(To be filled up by applicant)

1. Applicant's Name (In English, Capital):
(বাংলায়):
2. Father's Name: Tel. No:.....
3. Mother's name: Tel. No:.....
4. Permanent Address:
5. Present Address:
6. Date of Birth (according to SSC certificate) : Day: Month: Year:
7. Professional Experience:
 - a) Current Designation:
 - b) Experience (in Years) :
8. Religion: 9. Nationality:
10. Marital Status: 11. Blood Group:
12. Educational Qualifications:

Name of Exam	Year of Passing	Name of Institution	Board/ University	GPA/CGPA/Div/Class (with marks if available)
Hon's				
Master's				

13. Applicant's Telephone: (Land):(Mobile):
14. Score of proficiency in English (if any), e.g: GRE, IELTS, TOFEL:

I do hereby certify that form has been filled up by me and the information provided above is complete and correct. I undertake to abide by all the rules and regulations on this university and assure to pay all fees & charges duly. I also undertake to abide by any decision of the authority of the university regarding academic/administrative affairs.

Date:.....

Applicant's Signature :.....

N.B: Incomplete application will not be considered for admission. BUP authority reserves all right to cancel candidature of any candidate without showing any reason.

LIST OF DOCUMENTS TO BE SUBMITTED

1. Receipt of Application Processing Fee
2. Academic Certificates (Attested Photocopy)
3. Mark/Grade Sheets (Attested Photocopy)
4. Testimonial of Last Passed Examination (Attested Photocopy)
5. NID (Attested Photocopy)
6. Five (05) Copies Passport Size Color Photographs (Attested)
7. Certificate of English Proficiency Test (If any)

This is to certify that the said documents have been submitted by the applicant and all these documents have been scrutinised and found correct.

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Admission Officer of the Programme

The applicant may be considered for admission in Diploma in Organisational Security Management Programme.

Eligible/Not Eligible

Signature:
President, Admission Committee.