

IMPORTANT NOTICE

Spring–2020

Teacher's Evaluation Schedule

(Date # 08 to 19 March 2020)

All the students are requested to complete the Teacher's Evaluation for Spring-2020 term as per schedule given below:

(Undergraduate Programs)

Program	Room No	Building	Floor No	Evaluation Schedule (08 to 19 March, 2020)
BBA	CMP Lab # 3202	Roksana Manjil # 1	1 st Floor	10:00 am to 4:00 pm
Engineering	CMP Lab # 2502	Roksana Manjil # 2	3 rd Floor	10:00 am to 4:00 pm
English	CMP Lab # 1503	Minhaj Complex	4 th Floor	10:00 am to 4:00 pm
LLB	CMP Lab # 1503	Minhaj Complex	4 th Floor	10:00 am to 4:00 pm

(Graduate Programs)

Program	Room No	Campus	Floor Number	Evaluation Schedule (08 to 19 March, 2020)
MBA	CMP Lab # 3202	Roksana Manjil # 1	1 st Floor	5:00 pm to 7:30 pm
M.A in English	CMP Lab #1503	Minhaj Complex	4 th Floor	5:00 pm to 7:30 pm
LLM	CMP Lab # 1503	Minhaj Complex	4 th Floor	5:00 pm to 7:30 pm

Please note that it is **absolutely COMPULSORY** for each student to complete Teacher's Evaluation. You will be able to complete teacher's evaluation through student panel login for each course from **08 to 19 March, 2020**.

Student panel login is possible through:

1. All Computer Labs at CIU.
2. Access through computer/laptop from anywhere.

Students **who fail to complete** Teacher's evaluation within **19 March 2020** will face the following:

- **Student panel will be blocked**
- **ID will be blocked**
- **Course Registration in the next semester will be blocked**

Students who have not yet activated Student Panel in software are strongly advised to contact:

Mr. Mahmud Bin Mohammad
Officer, CoE Office
Room no 1504, 4th floor
Minhaj Complex, 12, Jamal Khan Road, Chittagong

For any other query regarding evaluation please feel free to contact:

Mr. Abdul Hamid,
Sr. Officer, CoE Office
Room no 1504, 4th floor
Minhaj Complex, 12 Jamal Khan Road, Chittagong

All faculty member (Permanent & Adjunct) are requested kindly to read out the notice in their classes.

Sarker Kamrul Mamun
Controller of Examinations