

Form No:		 STATE UNIVERSITY OF BANGLADESH <i>join the trendsetter</i>				Picture			
Re-admission Form									
<i>First Part : Student Will Fill this part</i>									
Semester Applying For :		Fall		Summer		Spring		Year	
A. Personal Information									
Student ID :									
Student Name (All Capital Letter) :									
Fathers Name:									
Mothers Name:									
Date of Birth:				Mobile:					
E-mail:				Phone:					
Mailing Address:									
B. Academic Information									
Admission Year:				Admission Semester:					
Department:				Program:					
Last Semester Name :				Course (s) Completed:					
Last Semester GPA:		CGPA:		Credit (s) Completed:					
Previous Re-admission Information:				Semester :		Year :			
C. Financial Status									
Waiver or Dicount (If Any):									
Total Dues (if any) :				In Word :					
Per Credit Fee (Previous):				In Word :					
Reason for Re-admission with Supporting Document:				Applicant's Signature & Date					
Documents Submitted by Student		Yes						No	
Second Part : Recommendation Section (To Be Filled by Head of the Department)									
Recommendation along with Comments of the Head/Chairman of the Department:									
								Signature & Date	
Third Part : Approval Section									
I. Dean's Approval and Comments for the Relevant Faculty/School:									
								Signature & Date	
II. Approval from the Registrar									
								Signature & Date	

III. Register and Re-admission (To be filled by the Registrar's Office)
Signature & Date

Readmission Manual
A. Who Can Apply for Re-admission? 1. Undergraduate and Graduate students who pause their studies for one year (two semesters for semester-based programs or three semester for trimester-based programs) whether officially approved or not, will have their status changed to "Discontinued." Students with discontinued status may apply for re-admission.
B. Instructions : 1. The student must submit valid supporting documents with their re-admission application to justify the mentioned cases. 2. A terminated student due to probation, disciplinary actions, or other reasons is ineligible for new admission or re-admission unless they successfully appeal the expulsion and obtain formal approval from the proper authority.
C. Criteria for Readmission: 1. Students must request an intent to readmission application through the “Readmission Form”. 2. Students shall apply for re-admission 30 days prior to the commencement of the semester. 3. All previous dues must be paid before readmission. 4. Students will continue study with his/her old Student ID 5. Re-admission Fee has to be paid half of the Admission fee 6. Re-admission form 100/- (One Hundred Taka Only) 7. Tuition and Other Mandatories fees (Semester Fee, Lab Fee, etc.) will be current fee structure. 8. The applicant should have minimum current GPA 2.50 or CGPA 2.5. 9. In cases where students are unable to complete their degree within the stipulated duration (i.e., 2 semesters – 2.5 years; 3 or 4 semesters – 4 years; 8 semesters – 7 years; and 10 semesters – 8 years), they may be eligible for readmission, subject to the recommendation of the Academic Council and approval of the Syndicate.
Declaration I hereby declare that, to the best of my knowledge, the information provided in this application and the accompanying documentation is true, accurate, and complete. I agree to abide by the Rules and Regulations of the University.
Applicant’s Signature & Date

· Fee to be paid to the bKash app (Education) khorshed@sub.edu.bd	· Please send filled-up form to:
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