

Business Administration Discipline

Khulna University

Admission to the Evening MBA Program 2018-2019 (2nd Batch)

Business Administration Discipline, Khulna University invites application from the prospective candidates (both Fresh Students and Executives) in its Evening MBA Program.

1. **No. of students to be admitted:** 45

2. **Duration of the Program:** 20 months

3. **Total Cost:** Tk. 150,000 (approx.)

4. **Class Time:** During the weekdays in the evening. (From 06.00 pm to 08.30 pm)

5. **Eligibility:**

5.1 Both the executive and fresh candidate can apply for Evening MBA Program. Candidates must have:

For Fresh Candidates:

- Four/five years' bachelor degree, or
- Bachelor degree and a master degree which altogether are equivalent to four years' schooling, and
- At least 8 (eight) points based on the calculations shown in the point calculation table with no more than one 3rd class/division (GPA less than 2.00) for all levels of examination.

For Executive Candidates:

- A two-year bachelor degree(s) and four years' experience of either job or business, or
- A three-year bachelor degree(s) and three years' experience of either job or business, or
- A four-year bachelor degree(s) and two years' experience of either job or business.
- In every possible scenario, an applicant must have at least two years experience of either job or business.
- At least five (05) points calculated on the basis outlined in point calculation table with not more than one third class/division for all level of examinations

Following job experiences will be counted:

- Managerial position (Minimum Grade-10 as per national pay scale 2015/ equivalent) in any government or registered organization
- Experiences in professional jobs, such as physician, lawyer, consultants, etc.
- Entrepreneurs (owner-manager) of any registered organization

Only the experiences after graduation will be counted

- All applicants have to submit required documents such as experience certificate, trade license, registration, TIN certificate, Salary Certificate as the proof of their working experiences
- Admission committee based on the above criteria and the documents submitted will evaluate appropriateness of experience

Point Calculation Table

Certificate/Examination		Division/Class and Points		
		1st Division/Class	2nd Division/Class	3rd Division/Class
S.S.C. or Equivalent	GPA*	3.50 and above	2.00 to below 3.50	1.00 to below 2.00
	Point	3	2	1
G.C.E. "O" Level	GPA	3.00 and above	2.00 to below 3.00	1.00 to below 2.00
	Point	3	2	1
H.S.C. or Equivalent	GPA*	3.50 and above	2.00 to below 3.50	1.00 to below 2.00
	Point	3	2	1
G.C.E. "E" Level	GPA	2.50 and above	1.50 to below 2.50	1.00 to below 1.50
	Point	3	2	1
Bachelor Degree (2 years)	CGPA	3.50 and above	2.00 to below 3.50	1.00 to below 2.00
	Point	3	2	1
Bachelor Degree (3 years)	CGPA	3.50 and above	2.00 to below 3.50	1.00 to below 2.00
	Point	4	3	2
Bachelor Degree (4/5 years)	CGPA	3.50 and above	2.00 to below 3.50	1.00 to below 2.00
	Point	6	5	3
Master Degree	CGPA	3.50 and above	2.00 to below 3.50	1.00 to below 2.00
	Point	3	2	1

* GPAs for SSC or equivalent and HSC or equivalent are calculated on a 5-point scale. Other GPAs are calculated on 4-point scale.

* If a candidate is provided with both original and converted results of any certificate/degree examination, the original results will be considered for the minimum point's calculation.

6. Components of the Admission Test:

Evening MBA Admission Test will consist of written examination and Viva-Voce. Distribution of marks will be as follows:

Dimensions	Marks
English Language, grammar and Free-hand Writing	50 (pass mark- 20)
Analytical Ability and Mathematical Problem Solving	40
Viva-Voce	10 (pass mark- 05)
Total	100

Notes: Only Short listed candidates will be called for Viva-Voce.



7. Application Form Collection and Submission:

Application form Collection	From 01 April 2019 from the Office @ Tk. 50 during office hours or from website for free (www.ku.ac.bd or www.kuba.ac.bd)
Application Submission	To the office of BA Discipline (During Office hours 9:00 am to 4:00 pm) or by post on or before 05 May, 2019 .
Application Fee Tk. 1,500/=	In cash to the office to the office of BA Discipline (during office hour) or Pay Order (issued in favor of Chairman MBA Admission Committee)

8. Khulna University Quota:

There will be a quota of three (03) seats in Evening MBA Program (in addition to stipulated seats) for the faculty members and officers of Khulna University. Applicants for this quota have to obtain minimum pass mark (In each individual section and in total) in order to be eligible for admission.

9. Important Dates and Relevant Information:

- List of applicants eligible for the Admission Test will be displayed on the notice board on **07 May, 2019**.
- Written Examination will be held on **11 May, 2019** from **11.30 am to 12.45 pm**.
- Results of the Written Examination and list of the Candidates eligible for Viva-Voce will be published on **13 May, 2019**.
- Viva-Voce Examination will be held on **18 May, 2019** from **10.00 am**.
- Final Result of selected Candidates for Admission will be published on **20 May, 2019**.
- Selected Candidates from the merit list will be admitted on **22 May, 2019** from **10:00 am to 12:00 pm**.
- Admission from the waiting list (if any) will be held on **22 May, 2019** from **12:30 pm to 1.00 pm**.
- Tentative date for the commencement of classes for both programs: **Will be announced later**

10. Special Instructions:

- a. Candidates applying with appeared certificate (having completed all written and viva-voce examinations) **must** submit their Final Result (Certificate/Mark sheet/Transcript) on or before **11 May, 2019** (day of written test).
- b. In case of detection of **any misleading, false and fabricated information by the applicant** regarding application matter during or after admission test, the admission committee holds the right to take any action. The admission committee also holds the sole right to take any action regarding the admission matters.

11. Candidates must appear physically for admission with all the final academic documents duly issued by appropriate institutions as indicated in a

12. Contact for Further Information:

For further query, please contact the office of The Head, Business Administration Discipline, Ground Floor, Kobi Jibonanonda Das Bhaban (Academic Building-3), Khulna University, or call 01798215338 from 10.00 am to 4.00 pm in the weekdays.

Head
Business Administration Discipline and
Chairman
Evening MBA Admission Committee 2018-2019 (2nd Batch)