

IIUC combines quality with morality



STUDENTS GUIDE



International Islamic University Chittagong



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Message

VICE-CHANCELLOR
International Islamic University Chittagong



In the name of Allah, the most Merciful, the most Compassionate.

International Islamic University Chittagong (IIUC) since its inception in 1995 has been functioning with an avowed goal of producing skilled manpower with a modern knowledge in consonance with Islamic epistemology and ethical values. This objective has been worked into the University Requirement Courses, the objective being raising graduates who will be compassionate, caring human beings capable of taking up positions of trust and responsibility in any echelon of life. Alongside prescribed courses, special emphasis is laid on developing leadership qualities and communication skills in students so that they can cope successfully in their professional life.

Last century saw spectacular achievements and breakthroughs in all fields of physical, mathematical, engineering, biological and medical sciences, which transformed the quality of life in a way never witnessed by mankind before. In order to be a part of this success story and gain respect from the rest of the world, we should restructure our higher education in a meaningful way and give proper emphasis on the creative aspect of true education - education that would be capable of restoring the glory that marked the first five hundred years of Islam.

IIUC believes that the other side of education must not be lost sight of. We must create not only morally strong people but also physically fit persons. Sports, cultural and athletic activities are essential in both these respects. Institutions become stagnant and unattractive to students in the absence of such arrangement for co-curricular activities. The present 'Students Guide' provides a glimpse into STAD's wide-ranging programs and activities at IIUC to prepare its students appropriately for the cause of the nation.

I welcome all the newly enrolled students and wish their prosperous and happy stay at International Islamic University Chittagong.

Prof. Dr. A. K. M. Azharul Islam



Message

DIRECTOR
Student Affairs Division

I am indeed very much grateful to Allah (SWT) for enabling us to bring out the 6th edition of IIUC 'Students Guide.'

As an International centre of excellence, International Islamic University Chittagong (IIUC) set its objective to produce a new generation with academic excellence and moral height. University life for a student is full of dreams, enthusiasm and commitment. To utilize this period for developing their career, students need proper care and guidance kit for an enlightened stay at the campus.

Unfortunately, our education institutes lack useful arrangement for psychosomatic and spiritual growth of the students. In John Milton's word 'Education is the harmonious development of body, mind and soul'. Nowadays over emphasis on professional and curricular activities make the students busy and robot like. For a brighter future of the world, well groomed, humane and cultured citizens are essential.

We are thankful to everybody for their all -out support to publish this guide which will enrich our interpersonal relationship and help build up a very conducive environment in IIUC family.

A.Z.M. Obaidullah

Introduction

Background

International Islamic University Chittagong (IIUC) is one of the Government approved Private Universities in Bangladesh. The credit for the idea of establishing this University goes to Islamic University Chittagong Trust (IUCT) which is the founder organization and sponsoring authority of the University. This Trust is a non-political, non-profit and voluntary organization. It is registered with Government of the People's Republic of Bangladesh under the Societies Registration Act of 1860. This Trust felt the need for a University under private initiative in view of absence of institutions of higher learning based on Islamic vision of life in the public sector. Based on an idea which had its origin in 1990, the Trust discussed the concept of a Private Islamic University with a group of intellectuals, Islamic thinkers, researchers and educationists, at home and abroad. None but these Islamic personalities came forward to materialize the idea of such an institution by putting together their ideas, energies and financial support. In 1992, they established an anchor organization called Islamic University Chittagong Trust (IUCT). Under the aegis of this body, and by the grace of Allah (SWT), International Islamic University Chittagong got the government's approval on February 11, 1995 and the University was founded in the same year accordingly. Thus, a long-cherished dream of the people of Chittagong, Bangladesh, came true.

Legal Aspect

The founding of International Islamic University Chittagong was made possible by the passage of a historic Act of Parliament in 1992- "The Private University Act, 1992." In the history of the development of the institutions of higher education in Bangladesh, this Act, for the first time, created opportunity for establishment of Universities in the private sector through private enterprise, subject to clearance of their academic curricula and syllabi by the **University Grants Commission (UGC)** of Bangladesh and thereafter, final approval by the Government of Bangladesh.



Having fulfilled the requirements as laid down in the Private University Act of 1992, and after obtaining the necessary clearance from **University Grants Commission (UGC)** and the permission of **Government of Bangladesh (GOB)** through the Ministry of Education, IIUC started functioning in 1995 with three Faculties, i.e., Faculty of Shar'iah & Islamic Studies, Faculty of Modern Sciences & Faculty of Administrative Sciences.

The Private University Act-1992 empowers IIUC to frame its own Statutes, Ordinances and Regulations governing the manifold activities of IIUC-academic, administrative, financial affairs, students' welfare, discipline, etc. Most statutory bodies formed under the provisions of the Act have since been functioning.

The Charter of IIUC as framed within the provisions of the Act and as approved by the Government, empowers the University to confer degrees in various disciplines.

International Islamic University Chittagong

International Islamic University Chittagong (IIUC) was established in 1995 in the Port-City Chittagong, the second largest city of Bangladesh. 'Combine quality with morality' is the motto of this University. There are about 34 Public Universities in Bangladesh (including the Engineering and Agricultural ones), which are run and funded by the Government, aiming at creating scope for Bangladeshi students for higher education. Unfortunately, these Universities are not adequate to cope with the present-day ever increasing need. Their capacity in taking the student is limited. As a result, thousands of students are going abroad each year for higher education.

International Islamic University -Why?

After the enactment of 'Private University Act, 1992' a group of educationists, philanthropists and Islamic thinkers of Chittagong organized themselves under the auspices of 'Islamic University Chittagong Trust' (IUCT) led by Late Maulana Muhammad Abdul Jabbar, Peer Shaheb- Baitus Sharaf, to establish an International Islamic University in Chittagong to materialize the long cherished dream of Muniruzzaman Islamabadi. IIUC aims at producing graduates having high academic attainments with high morals.

The University was established by IUCT having 17 Founder Members, 47 Honorary Members, 13 Life Members and 11 Members from other categories.

International Islamic University Chittagong is an institute of higher learning run on non-profit basis. All its income is ploughed back into University exchequer. It offers assistance to the poor but brilliant students to continue their higher studies.

Concept of International Islamic University Chittagong

- International Islamic University Chittagong will be an institution of higher learning wherein Western education, science and technology will be pursued with an adjustment with principles of Islamic educational approach;
- International Islamic University Chittagong is an institution wherein all Islamic and modern subjects and courses will be offered through an integrated system;
- International Islamic University Chittagong is an institution wherein Islamic values, culture and etiquette will prevail predominantly among its faculty members, students and employees;
- International Islamic University Chittagong is an institution wherein all its students, teachers, administrators & others will be ardent followers of the principles and basic tenets of Islam;
- Above all International Islamic University Chittagong is an institution wherein Islamic specialists and experts will be produced/supplied to meet the contemporary requirements and demands of the century and that of Ummah in Islamic perspective.

Principles of knowledge to be pursued by IIUC:

- Knowledge based on Tawheed (oneness of Allah), Risalah (Prophethood) and Akhirah (life Hereafter), and appropriate viewpoint or approach of Islam to human life and this world pointing out the inappropriateness and voidness of atheism and secularism as well as old and new ignorance will be offered;
- Comparative study on Islamic and secular social, economic and political theories, principles and characteristics will be pursued and prepared highlighting the superiority and supremacy of Islam;
- Knowledge about the ongoing renaissance of Muslims which will hopefully be concluded with sure victory of them in the 21st century and the responsibilities to be discharged by the new generation for reformation and reconstruction of the world order in the wake of counting movements will be propagated;
- Knowledge on modern science and technology intermingled with Islamic ideals will be common for all students since 21st century will be not only accusatory for Islam but a century of new thresholds in science and technology.

Mission of the University

- This University shall expound the cultural background of the nation and side by side inculcate the Islamic values regarding life and nature and the universe in the students with a view to opening the minds of the future generation towards better ways of thinking and living. The University aims at providing trained manpower endowed with qualities of honesty and efficiency capable of contributing towards the socio-economic and moral uplifting of the country.
- In addition to this, this University will follow a policy of continuous Islamization of academic curricula in different branches of knowledge

so that its students can imbibe the true spirit of Islam as an effective guiding principle in their work and daily life. The University will offer facilities to create and foster a highly motivated environment for the young learners who will find their Alma Mater a fully dependable seat of learning and a center for career development with harmonious development of body, mind and spirit.

Scope of the University

International Islamic University Chittagong (IIUC) is an independent University exercising powers and authority to provide education and confer higher degrees in all branches of Shari'ah, Humanities, Social Sciences, Business Studies and Modern Sciences including Computer Science & Engineering, Environmental Sciences, Aquaculture, Media & Information Science, etc. This will include undergraduate programs and postgraduate programs including Ph.D. It also has the power and authority to award certificates, diplomas and other academic distinctions in the fields of studies mentioned earlier. Initially, however, IIUC awards four year Bachelor's Degree with Honors in Economics & Banking, Quranic Sciences & Islamic Studies, Da'wah & Islamic Studies, Business Administration, Computer Science & Engineering, Electrical & Telecommunication Engineering, Electrical & Electronic Engineering, English Language and Literature, Law and Pharmacy and Master's Program in Quranic Science & Islamic Studies, Daw'ah & Islamic Studies, Business Administration, Law and English Language & Literature. IIUC also offers Diploma in Computer Science, MBA for Executives & Certificate in Arabic Language. At Present IIUC runs a language Institute & a centre for Research & Publications (CRP). But in course of time, Insha Allah, academic programs will be expanded in all subjects of Humanities and Social Sciences keeping in mind the ever-increasing scientific and social need of Bangladesh in particular and Muslim Ummah in general.

Foreign Collaboration

International Islamic University Chittagong has succeeded to obtain membership of prestigious organizations like federation of the Universities of Islamic World (FUIW) & Association of Commonwealth Universities (ACU). IIUC signed formal Academic Collaboration Agreement / Memorandum of Understanding (MOU) with International Islamic University Malaysia (IIUM), University College of Cape Breton (UCCB)-Canada, Portland State University-USA, Multimedia University Malaysia (MUM), USM-Malaysia, Islamic Foundation Leicester-U.K., Asian Institute of Technology (AIT)-Thailand, National University Malaysia (UKM), Al Azhar University-Egypt, Trisakti University-Indonesia, The Tribhuvan University of Nepal, the Government of Maldives, Bedfordshire University (BU)-UK,





Al Zaiem Al Azhari University-Sudan and Omdurman Islamic University-Sudan for exchange of students and faculty. Of late, an MoU has been signed with University Technology Mara (UiTM)-Malaysia in December, 2014. Besides, IIUC has Credit Transfer Facilities with 12 more foreign Universities of the World.



Introductory Brief on STAD

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Thursday- 9.00am-01.00pm

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Student life is an extremely challenging phase. In order to help our students to perceive their potentialities, International Islamic University Chittagong established the Student Affairs Division (STAD). Using STAD as a platform allows our students to take full advantage of campus happenings. The role and functions of the Student Affairs Division are:

- To organize and conduct students programs
- To provide training and instructions to our students
- To explore the potentialities of the students
- To recommend and approve programs and
- To coordinate, advise and monitor programs.

One of the main objectives of the International Islamic University Chittagong is to develop Islamic characteristics and personality among the students of the University. STAD assists in the students' personal and professional development in accordance with the University's philosophy and objectives. One of the emphases of STAD is to produce intellectuals and professionals with values of Taqwa and Adab. STAD aims at attaining and developing the following outlooks and characteristics:



1) Faith, Knowledge and Practice:

- a. Khalifatullah (Vicegerent of Allah)
- b. Al Ibadah
- c. Enjoining good deeds and avoiding evil-doings
- d. Wisdom
- e. Trustworthiness
- f. Good Knowledge About Islamic Culture

2) Ukhuwah (Brotherhood) and Ummatic Spirit:

- a. Mutual love and respect
- b. Mutual understanding and tolerance
- c. Practice of Shura (counseling)
- d. Universalism
- e. Harmonization with nature

3) Creativity, innovation:

- a. Critical, rational and strategic mind
- b. Providence and optimism
- c. Aestheticism
- d. Encouragement of students' active participation in co-curricular activities.

4) Skill:

- a) Academic excellence
- b) Communicative skill
- c) Dexterity
- d) Competence.

5) Discipline:

- a) Time management
- b) Dedication
- c) Efficiency and effectiveness
- d) Self restraint from don'ts
- e) Development of well mannered and integrated individual

6) Leadership:

- a) Clear mission & vision of Da'wah
- b) Orientation with movement
- c) Gradual Development of active students who will become future leaders



7) Promotion of the philosophy and objectives of IIUC:

- Knowledge about and understanding of the University's history
- Islamization and integration of knowledge
- Commitment to life-long education

Unit wise STAD Program

1. Leadership Training Unit:

Realizing the fact that the formal education through lectures in classroom is not adequate to achieve the goal of Islamic education, IIUC introduced and designed Islamic Study Class, Leadership Training Program and co-curricular programs that have become a part and parcel of the University's academic syllabi. International Islamic University Chittagong always encourages students to excel not only in their academic level but also to develop their Islamic characters and personalities to make them ideal and responsible citizens. Islamic Study class is the right step towards that end. The syllabus of the Study Class covers Quran, Hadith, Literatures on Leadership, History, Mission Awareness, Global Issues, etc. This program is implemented continually for 4 years (7 Semesters). It is a compulsory program for all IIUC students to graduate.

Dynamic Leadership Training is another program offered by the STAD for developing leadership skills and charisma among the students so that they may face the socio-economic and cultural challenges of the 21st century. This program aims at training students with proper vision, mission, commitment and dedication towards Islamic causes.

There are two major categories of Leadership Training Programs:

a) Basic Leadership Training Program (LTP): Designed for all students, every student must attend at least one program out of several offered each year.

b) Advanced Dynamic Leadership Training Camp (DLTC): Designed for selected participants from amongst those who attended the Basic Leadership Training Program (LTP).

Mission Awareness Program (MAP)

Objectives:

- To clarify the mission in life,
- To strengthen Ukhuwah,
- To understand the roles to be played as future leaders,

Study Class: (A compulsory program)

Introduction

Realizing the fact that the formal education through lectures in classroom is not adequate to achieve the goals and objectives of Islamic education, International Islamic University Chittagong (IIUC) has designed and institutionalized Students' Islamic Study Class, Leadership Training Program as an informal educational program that has become part and parcel of the whole curricula of IIUC.





As for Study Class the University authority had agreed to regard it as compulsory co-curricular program and the performance is inscribed in the transcript to ensure good responses from students and also to reflect the STAD's roles in and University's commitment towards moulding their personalities and activities. However, only the Students of Faculty of Shariah

(QSI, SHIS) will get exemptions from Study Classes.

One of the main objectives of IUC is to take practical steps for the moral, intellectual and ideological development, in accordance with the norms of Islam and to take necessary steps for developing practical solutions to contemporary problems. To develop Islamic character and personality among the students and teachers and to support the staff of the University is also one of our main objectives.

With this end in view, IUC has always encouraged students to excel not only in their academic level but also to develop their character and personality to make them better equipped individuals and also to enhance Islamic brotherhood among the students. Study Class is the right step towards that direction. The syllabus of Study Class is designed with the hope that after successful completion of it, students will become graduates enriched with Islamic ethos and principles.

Mission of Study Class:

(1) To produce integrated & practical intellectuals with leadership qualities in order to serve the Creator and the Ummah and to fulfil the mission of IUC as a vicegerent of Allah (SWT). The methodology of Hikmah and Mauzatul Hasanah is to be used in this regard.

Objectives of Study Class:

General objectives:

1. To develop a right and comprehensive understanding of Islam.
2. To strengthen the foundation of faith and Islamic attitude towards life and its activities.



Special Objectives:

1. To increase self-awareness
2. To improve interpersonal relationship
3. To build up brotherly ties among the group members

Syllabus:

Al Quran, Hadith, Aqidah, Ibadah, Aqhlaq, Sirat, Culture, Leadership, Contemporary Issues, etc.

Implementation:

The program is implemented consecutively for 4 years, covering a total period of 7 Semesters. It is a compulsory program for all IIUC students. Each section is led by a Naqib to be appointed by the instructor concerned. The appointment is given on basis of the student's commitment to Islam and possession of good character. Other factors include their academic standing, leadership qualities, communicative skills and knowledge of Islam. Each group would meet once a week for one hour session preferably.

Evaluation:

Evaluation will be done for every session by the instructors with the help of Naqib (Leader or Captain). Among the major factors considered in the evaluation, attendance and practice of Ibadah are relatively more emphasized. The qualitative level of performance will appear in the examination transcript.

The performance of the students will be evaluated in the following ways:

Remarks	Percentage Score
Excellent	90-100
Very Good	80-89
Good	70-79
Satisfactory	60-69
Pass	50-59
Fail	0-49

2. Student Activities Unit:

This particular unit exists to provide students with opportunities to learn through hands-on experience how to organize and run the respective clubs and societies. STAD assists our students to develop specialized skills such as leadership, decision making, communications, goal setting, organizational and time management skills- all essential skills, necessary in making our graduates better equipped to survive in the corporate and competitive world. Main function of this unit is to encourage all students to organize various programs, this unit also assists:



- To organize seminar, symposium, discussion meeting to observe various occasions on important National and Islamic days,
- To organize and coordinate the following programs:
 - i) Orientation Program
 - ii) Convocation
 - iii) Formation of Nuqaba Council.

Orientation Program:

Orientation Program, usually a one day programme, is scheduled before the start of every new Semester to make new students acquainted with the University's system, rules and regulations pertaining to academic and students activities, with respective faculty members and so on. It introduces students to programs of STAD, campus organization and services within the University through formal discussions and activities. This program is very important for all the freshers and they should not remain absent from this program. At the end of the program Oath Taking Ceremony takes place.



Orientation Program Rules and Regulations:

1. Every student must observe punctuality during all Orientation Programs.
2. Students should remain silent and be attentive to all lectures during the Orientation Programs.
3. All the freshers shall attend all programs as scheduled.
4. Slippers and strapless sandals are not allowed to be worn during Orientation Program.
5. Round neck T-shirts of unusual fashions are not allowed to be worn during the Orientation Program.
6. Female students must dress properly. They are not allowed to leave any part of head or hair, neck or body uncovered except the face and palms of the hands.

Clubs & Societies:

The Student Affairs Division plays a central role in the development and growth of students' co-curricular and extracurricular activities. IIUC is committed to the growth and enrichment of its extra and co-curricular activities. IIUC offers a wide range of activities which are cultural, environmental, recreational, social and intellectual in nature. Students' activities, however, are not limited to any of these categories, but rather, are open to new ideas and suggestions.

IIUC encourages students who have good academic standing to actively

participate in the events that are offered. Student Affairs Division has currently established three clubs:

a) Debating Club: IIUC Debating Club is the first students' activity club at IIUC. The mission and goals of the club are:

- To promote the art of debating and public speaking among all students of the University,
- To train members in the art of reasoning and sharpening their logical thinking skills,
- To develop confidence and self- efficacy,
- To develop sharpness and clarity of expression,
- To enhance the general knowledge base,
- Ultimately to bring out the very best from the students,



Principal activities:

- Organizing Intra IIUC Debates in both English and Bangla every year,
- British Parliamentary-BP format is mainly observed.
- Brainstorming Sessions,
- Open mock/mike sessions on various current issues,
- Organizing Home and Away Debate Competition between IIUC and other Universities,
- To organize or help in arranging various Intervarsity Debate Competitions,
- Attending Debate Competitions Home & Abroad,
- Arranging workshops on debates, public speaking and many more,



b) Games and Sports Club:

Strategic goals:

- Develop a healthy environment of sports at IIUC.
- Motivate students properly both in indoor and outdoor sports.

Function objectives:

- Provide regular indoor games facilities for the students at the recreation centres.
- Organize a number of sporting events in every semester:
- Form IIUC teams and participate in events in national and international arena.

c) Literary and Cultural Society:

The objectives of this society are:

- To promote and uphold the philosophy and objectives of the University,

- To enhance the quality and skill of the students in the intellectual and cultural arena, Four more clubs, i.e., Computer Club, Law Club, Business Club and Female Students Club have been set up recently.

3) Sports and Recreation Unit:

University life is about much more than just academic excellence. During their stay here, all students may possess numerous potentials to develop wide ranging valuable skills. Keeping this in mind, Student Affairs Division organizes various types of sports and recreational activities throughout the year. This unit shoulders the following responsibilities:

- To provide sports facilities such as sports equipment, field and coaches.
- To encourage students to participate in any sports and recreational activities organized by STAD.
- To organize participation of the University Team in any sports competition at Inter- University level.
- To organize Intra-Varsity championship competitions in indoor and outdoor games,
- To visit other Universities at home and abroad with a view to exchanging ideas and views and introducing own varsity to others.
- To arrange tours to historical places and business organizations,
- To organize pleasure trip, picnic, study tour, etc.

4) Public Speaking and Cultural Unit:

To offer our students an outlet to express their thoughts, feelings and emotions, Public Speaking and Cultural Unit has been formed. This unit works at inducing and encouraging creativity among the future leaders. It also cultivates interest in all sorts of performing arts. STAD has already founded various bodies such as debating club, literary and cultural society, etc to facilitate regular activities. This unit shoulders the following responsibilities:

- To organize the championship competitions in debate and lectures on national & Islamic issues,
- To make arrangement for essay competition on National and Islamic issues,



- To form and develop a University Debating Team which will represent IUC nationally in the electronic media and in other competitions.
- Organize a week long cultural festival.
- Organize academic prize giving ceremony.
- Public Lecture Series:
- Correspond with resource persons & apprise them about the programme/schedules.
- Take necessary steps for arranging lectures, decoration, reception, publicity, entertainment, etc.
- Preserve lecture notes for publication and reference.



5. Hall unit

Our Hall unit is specially formed to assist students in locating proper accommodation. This Unit will do its best, as it is committed to provide the best possible service to our students. The University will, in course of time, be a fully residential one. At present, the University maintains 6 rented buildings as halls in City campus. 5 halls in Permanent Campus are presently ready and occupied by students. 3 Male Halls & 2 Female Halls in City Campus are at Chandgaon R/A, Chittagong. The Foreign Students Hall is located at Chatteshwary Road, Chittagong. Hall unit is committed to organize various student activities in halls such as observing and arranging the national & Islamic days, sports program (indoor & outdoor), discussion (Quran, Hadith, Masael, etc.), cultural program, study tour, outing, etc.



6. Student Service Unit:

Under the Student Affairs Division stands the Student Service Unit. A variety of services are offered under this particular unit. It is our duty to



provide our students with the best possible services and in doing so our staff is committed to make our students' stay in IIUC the best ever.

a) Service and Training Center (STC): IIUC authority has established a service center for the students to facilitate photocopying, lamination, spiral binding, phone & computer compose services. The center is furnished with sufficient number of photocopiers, telephones and many computers. Students can avail these facilities at minimum cost. A number of employees are always ready to serve the students. Fax, Internet and E-mail services are provided through the Service & Training Centre.

b) Health Service: It goes without saying that student life is extremely stressful with work loads and heavy study schedules. Consequently, our students are bound to require proper medical care. IIUC has a plan to establish a modern clinic for health care of its students, faculty and staff. For the time being, IIUC has appointed 2 MBBS physicians (1 in City Campus & 1 in Permanent Campus), who serve the students, faculty and staff in the form of prescribing & advising.

c) On-Campus Employment: IIUC provides limited on-campus employment to interested students. Presently, 20 students work at Library and Information Division. The students will be assigned to different administrative and academic, divisions / departments to help with official work, if needed.

7. Counselling and Career Guidance Unit:

This unit exists to organize and carry out activities that will encourage the students' development to its maximum. With this goal in mind, the Counselling and Career Guidance Unit provides professional, ethical and individual counselling. This particular unit also extends its services to the staff and parents.

This unit conducts research, interviews and discussion meetings with students, faculty members and parents to identify the needs of all levels and aspects of IIUC community. It also co-organizes smart learning courses for our students. However, the functions and responsibilities of Counselling and Career Guidance Unit may be summarized in the following ways:

- To provide group and individual counselling.
- To assist students regarding career and job placement.
- To take necessary steps for introducing IIUC to industrial sector.
- Keep close contact with prospective companies.
- Preserve the C.V. and other information of the graduates.
- Advise and assist the students to solve their problems & choosing a right career-track.

8. Special Unit:

This unit is supposed to perform the following tasks:

- General administration.
- To see and look after the requirements of the STAD office and its employees.
- To prepare and circulate the notice/letters regarding different programs and issues.
- To prepare press release of different programs and to preserve the photographs of the programs.
- To take necessary steps in publishing brochures, leaflet regarding student activities, Study Class and others.
- Publications of IIUC magazine & other publications & souvenirs.

9. Disciplinary Unit:

This unit is formed to oversee the complaints, inquiry and measures. It performs the following tasks:

- To prepare and introduce the Students' General Discipline Rules.
- To issue the Show-Cause notice to the students concerned, communicate with the accused student and maintain procedures for taking any disciplinary action against the students.
- Holding Disciplinary Committee Meeting and follow up the consequences.
- Preserve all Show-Cause notices and replies thereto.
- Circulate the decisions of the Disciplinary Committee to departments/students/divisions concerned.

International Islamic University Chittagong General Discipline

General Prohibitions

1. Muslim students shall not act contrary to the Islamic code of conduct as prescribed by the Shariah or neglect Islamic duties which are obligatory upon them in private or in public within or outside the campus.
2. Non-Muslim students shall be required to respect the Islamic code of conduct and shall not act in any way which may be interpreted as disrespectful to Islam.



3. A student shall not:

a) act in any manner that constitutes or appears to constitute a threat or intimidation which is injurious physically or mentally to the well being and safety of any other student or any member of staff of the University or the security and harmony of campus life in the University.

b) act in any manner that constitutes or appears to constitute contempt of the University authority or an official body or an officer of the university.

c) conduct himself, whether within or outside the campus, in any manner detrimental or prejudicial to the interests, well-being or good name of any of the student, staff, officer or employee of the University, or to public order, safety, morality, decency or discipline.

d) violate any provision of any written law, rules, regulations, orders and procedures, whether within or without the campus.

e) disrupt or in any manner interfere with or cause to be disrupted or in any manner interfered with, any teaching, study, research, administrative work, or any activity carried out by or under the direction of or with the permission of the University, or do any act which may cause such disruption or interference.

f) prevent, obstruct or interfere with, or cause to be prevented, obstructed or interfered with any officer or employee of the University or any person acting under the direction or permission of such officer or employee, from carrying out his work, duty or function, or do any act which may cause such prevention or obstruction.

g) prevent or obstruct, or cause to be prevented or obstructed, any student from attending any lecture, tutorial or class, or from engaging in any legitimate activity, or do any act which may cause such prevention or obstruction.

h) organize, incite or participate in the boycott of any examination, lecture, tutorial, class or other legitimate activity carried out by or under the direction of or with the permission of the University.

i) damage in any manner or cause to be damaged in any manner any property of the University, or do any act which may cause such damage.

j) disobey or fail to comply with any instruction or requirement made by the Warden of any hostel with respect to any rules and regulations or orders given by that Warden.

k) fail to comply with any instruction or requirement made by the University Librarian, a member of the library staff or other library employees in respect of the use of the library, its books and other facilities therein.

Organizing assemblies

4. No student and no organization, body or group of students shall, without the prior permission of the Vice-Chancellor or of a person authorized in writing by V.C. to grant such permission, organize, convene or call any assembly of more than five persons in any part of the campus or on any land or in any building belonging to or under the possession or control of the University or used for the purposes of the University.

5. No student and no organization, body or group of students shall:

Making, using, owning etc. of Banners, placards etc.

a) make or cause to be made or do any act towards making of or

b) fly, exhibit, display or in any manner make use of or cause to be flown, exhibited, displayed or in any manner made use of, or

c) own or have in his/her or its possession, custody or control, any flag, banner, placard, poster, emblem or other device which is conducive to the promotion of immorality, indiscipline, disorder, disobedience or which stand contrary to these rules.

Students' objection to entry, exclusion etc. of persons from campus

6. No student and no organization, body or group of students shall make any objection orally or in writing or in any other manner to the entry into or the presence in or to the exclusion of, or the expulsion from the campus of any person, body or group of persons.

7. Any student who is found in a state of the drunkenness under the influence of liquor within or outside the campus shall be guilty of a disciplinary offence.

Drunkenness

8. a) No student shall voluntarily carry any obscene article within the campus.

<i>Obscene Article</i>	b) Obscene articles include any articles or materials which are considered objectionable to Islamic moral norms and values of the Shariah.
<i>Dangerous drug poisons & cigarettes</i>	<p>9. a) No student shall have in his possession or under his custody or control any liquor, dangerous drugs, poison and cigarettes.</p> <p>b) No student shall consume orally or smoke, inhale, or introduce into his body by injection or in any other manner any dangerous drug or poison.</p> <p>c) Any student who is found under the influence of any dangerous drug or poison shall be guilty of a disciplinary offence.</p>
<i>Cleanliness within campus</i>	10. A student shall not do anything which may be prejudicial to the cleanliness and neatness of a student, living accommodation within the campus or of any other building or structure within the campus.
<i>Making of annoyance or noise</i>	11. A student shall not make any sound or noise, or cause any sound or noise to be produced, by any means or in any manner, where such noise or sound is likely to cause annoyance or disturbance to any person within the campus.
<i>Decently dressed in accordance with Islamic code.</i>	<p>12. (i) Muslim students are expected to dress in a manner considered proper by the Islamic Shariah.</p> <p>(ii) Non-Muslim students may adopt the Islamic dress if they so desire. Otherwise they should observe modesty and decency in the University premises.</p>
<i>Enter into prohibited parts of campus or building</i>	13. A student shall not enter any part of the campus or any part of any building within the campus the entry into which is prohibited to students generally or in particular, to the student or class of students concerned.
<i>Disobedience</i>	14. Where a student fails to comply with or contravenes any legitimate order, instruction, direction or requirement given or made by any officer or employee of the University authorized to give or make the same in the campus, he or she shall be guilty of a disciplinary offence.

Rules of Conduct & Attire

A. Rules of Conduct for Students

1. General Rules:

- 1.1 Muslim students are required to comply with rules and regulations of University and shall not act contrary to these rules and regulations or the Islamic code of conduct, as prescribed by the Shariah, or neglect Islamic duties which are obligatory upon them in private or in public within or outside the campus.
- 1.2 Non-Muslim students are required to respect the Islamic code of conduct and comply with the University's rules and regulations and shall not in any way behave which may be interpreted as disrespectful to Islam or the University.

2. Rules of Conduct between Male & Female Students.

- 2.1 Male and female students should sit in their specified areas in the University campus.
- 2.2 Male and female students should, at all times, practice the principle of modesty, responsible interaction and proper decorum in public places, during meetings, sporting and cultural activities, gathering or when dealing with one another so as to avoid all kinds of suspicions or misunderstanding.
- 2.3 Male and female students should not practice or participate in any physical activities or outing together in such a way that would arouse public concern or suspicions that situation of permissiveness or promiscuity exists between the opposite sexes.
- 2.4 Married students should inform the University authorities of the fact of their being married in black & white and they should not behave between themselves in public in a way that would create suspicion or misperception on the part of the public.
- 2.5 Married couples should dine together only in designated areas of University canteens or cafeterias.



B. Rules of Attire for Students

1. General Rules

- 1.1 All students are required to display on their upper dress/shirts IIUC ID cards while in campus. They are not required to do so when they are attending sporting activities.

- 1.2 Students are not allowed to wear any attire or accessories which symbolizes any particular external organization or group except on certain proper occasions and with the permission from the Director of Student Affairs Division.
- 1.3 Jeans are not allowed to be worn except for informal occasion and during physical activities such as sports or recreation, provided they are not tight-fitting, multicoloured, faded or fancy in design, torn or with patches.
- 1.4 Students' attire must not display any provocative or undesirable design, picture, words or phrases.
- 1.5 National dresses/attire may be worn provided they do not violate or infringe the University requirements and Islamic values and norms.
- 1.6 Vanity or ostentation should not be a motive in putting on any dress or attire.
- 1.7 The attire of woman must not resemble that of the man's and vice-versa.

2. RULES OF ATTIRE FOR MALE STUDENTS

- 2.1 The attire must cover the aurah (Islamically prohibited areas) of the male body.
- 2.2 Slipper, strapless sandals, round neck T-shirts, tight-fitting trousers or pants should not be worn by the students during office hours, lectures, tutorials, official University functions and the formal activities.
- 2.3 Shirts and T-shirts with collars are allowed to be worn while attending classes. Shirts and T-shirts should be tucked in the trousers.
- 2.4 Batik shirts with proper and decent design may be worn during classes.



- 2.5 Shirts of unusual fashion are not allowed.
- 2.6 T-shirts of all kinds are not allowed to be worn during formal University functions and other formal activities unless expressly allowed by the authorities for specific functions.
- 2.7 Neck and wrist chains should not be worn except for medical purposes or on religious grounds.
- 2.8 The length of the hair should not extend beyond the collar and the hairstyle should not be of unusual or extraordinary fashion.
- 2.9 The areas of the body between the waist and knee should be covered

in public at all times including in hostel bedroom and all public places.

Dress Code and IIUC Norms for the Female Students

Introduction: The sponsors of International Islamic University Chittagong (IIUC) welcome the female students and wish them wholesome and worthwhile acquisition of knowledge for the betterment in this world and hereafter. Needless to say, our motto 'To combine quality with morality' concerns men and women alike, wherein our striving for the latter is more target oriented than usual. We believe that in the arena of social reconstruction and uplifting, women's participation is basic and pivotal in making a better and more rewarding world.

Regulations regarding Dress Code and Norms for female students are mentioned below. We strongly hope that they would honour these as committed students of International Islamic University Chittagong.

1. A female student must cover the whole of her body except the face and last portion of her hands beyond the wrists. However, we appreciate those who are accustomed to observing full 'purdah'.
2. She should dress in modest way. It should be loose and thick.
3. The mantle (apron) may be of any color covering the body from neck to the ankle with a scarf long enough to be a head cover to stretch along the neck and the chest altogether.
4. Cosmetics, hot and haughty, should be avoided within the University campus.
5. Female students must not be found mixing with male students, not even with their Mahram within the campus to avoid any suspicion among the general students.
6. No female student should use the library and share lab facilities or other apparatus along with a male student.
7. The authority reserves the right to take disciplinary action against students violating rules and norms concerning discipline and the State.



Dress Code as practised by the female students of IIUC:



The Quranic Injunctions and the Prophetic Advice Regarding the Observance of Purdah.

The following Quranic verses may be mentioned in this regard:

a. Tell the believing men to reduce [some] of their vision and guard their private parts. That is purer for them. Indeed, Allah is acquainted with what they do. (Sura an- Nur-30)

b. And tell the believing women to reduce [some] of their vision and guard their private parts and not expose their adornment except that which [necessarily] appears thereof and to wrap [a portion of] their headcovers over their chests not expose their adornment [i.e., beauty] except to their husbands, their fathers, their husbands' fathers, their sons, their husbands' sons, their brothers, their brothers' sons, their sisters' sons, their women, that which their right hands possess [i.e., slaves], or those male attendants having no physical desire, or children who are not yet aware of the private aspects of women. And let them not stamp their feet to make known what they conceal of their adornment. And turn to Allah in repentance, all of you, O believers that you might succeed. (Sura an- Nur-31) **c.** O Prophet, tell your wives and your daughters and the women of the believers to bring down over themselves [part] of their outer garments. That is more suitable that they will be known and not be abused. And ever is Allah Forgiving and Merciful. (Sura al-Ahzab-59)

Prophetic advice regarding observance of hijab

d. It is narrated by Asma Bint Abu Bakr, sister of Hazrat Ayesha (R.) that once Prophet (Sm) saw her revealing some portions of her body. Then Prophet (Sm) said to her, "O Asma, when a girl comes of age-she should not reveal any portion of her body except this. (The Holy Prophet indicated to his face and palms).

Importance of obeying the Quranic Instructions and Prophetic advice to the believers:

We would like to quote here a verse from the Quran which gives us a guideline, It says:

'It is not fitting for a Believer, a man or woman, when a matter has been decided by Allah and His Messenger, to have any option about their decision. If anyone disobeys Allah and His Messenger, he is indeed on a clearly wrong path (Al-Ahzab-36)'.

Enforcement of the Rules

The University authority empowers the following categories of staff to enforce the above rules.

1. Academic Staff:

Academic staffs are authorized to advise or remind or counsel regarding the above rules. They are also authorized to bar any student, who does not conform to the above rules of attire and conduct, from entering their classes of lectures after reminding students of the above rules. In such case they may mark 'absent' on the attendance sheet of the offender. The offences should be reported to the Director of Student Affairs Division through Head of each Department for appropriate disciplinary action.

2. Department Level Staff:

All staffs of Departments/ Divisions / Library have the right to refuse entry and facility to students who fail to conform to these rules of attire and conduct and to report to the Director of Student Affairs Division through Head of each Department/Division for appropriate disciplinary action.

3. Adviser of Student Societies and Student Advisers / Mentors:

Advisers/Mentors are required to advise or remind student regarding the above rules and other relevant rules or regulations of the University. They are also required to report to the Director of Student Affairs Division about any student, who breaches any of these rules of attire and conduct for appropriate disciplinary action.

4. Hall Wardens and Student Affairs Division Officials:

Hall Wardens and Student Affairs Division officials are empowered to take the necessary steps to prevent the breach of the University rules and regulations. They shall use their discretion in handing cases of infringement of the rules by the students. In serious cases, they shall report to the Director of Student Affairs Division for appropriate disciplinary action.

5. Naqibs/Mentors:

Naqibs/Mentors are required to play an active role in maintaining discipline and proper conduct of the students. They are also required to advise or remind students regarding the rules and to report to the Director of Student Affairs Division through the Hall Wardens in respect of students who breach any of the above rules for appropriate disciplinary action.



6. Security Guards:

Security guards are empowered to take proper precautionary action and are allowed under certain conditions to bar any student from entering or leaving the campus or question any student who does not conform to these rules of attire. The security guards are also empowered to check the ID cards of the students for identification. They can also refuse entry to any student who is found not wearing ID card.

7. All University Staffs:

Academic staffs and all categories of officers are allowed to question any student suspected of breaching any of the University's rules and regulations and when

necessary, to report to the Director of Student Affairs Division. They are also allowed to advise or remind the students of the rules and regulations.

Penalties for Infringement of the Rules

Students who violate or break any of the above rules shall be liable to the following disciplinary actions:

1. First offence- The offenders may be punished immediately with a fine, the amount of which may range from a minimum of Tk. 200.00 to a maximum Tk. 10,000.00. The penalties could be severer depending on the nature of each case. If necessary, the case should also be referred to the Disciplinary Authority for action.

2. Second offence- The offender shall be fined immediately as above and their parents may be informed. They will also be barred from participating in any activity representing the University. If necessary, the case should also be referred to Disciplinary Committee for further actions.

3. Third offence- The offenders shall be barred from classes for a minimum of one week. Their parents will be informed of the offence and if necessary, their sponsors may be informed. Their cases must be referred to the Disciplinary Authority for other appropriate disciplinary actions.

4. Fourth offence- The offenders shall be referred to Disciplinary Committee and upon recommendation by the Director of Student Affairs Division, they can be punished with dismissal from the University and/or suspension of scholarship. (according to the University rules and regulations)

5. Refusal to comply with the above penalties shall be considered as a distinct disciplinary offence and shall also be deemed as an act of insubordination. In such case, the penalty will be very severe.

6. The Vice Chancellor may delegate the authority of imposing fines and penalties to the Director of Student Affairs Division or Hall Wardens or to any officer/teacher of the University.

Procedure of Disciplinary Action & Appeal

A student who is found guilty of disciplinary offence shall be liable to any one or any appropriate combination of two or more of the following punishments:

- a) Reprimand.
- b) A fine not exceeding 10,000/- Taka.
- c) Issue of Show-cause notice.
- d) Suspension from any or all University facilities for a specified period.
- e) Exclusion from any part of the University for a specified period.
- f) Suspension from any part of the academic year, or the whole academic year as to be decided.
- g) Expulsion from the University.
- h) Getting F(Fail) status in the subject(s) concerned, if it involves cheating in an examination and/or
- i) Any type of punishment which is deemed appropriate.

Where it appears to a Disciplinary Authority that a student has committed a disciplinary offence, the Disciplinary Authority shall, either orally or in writing, require the student to attend before it at such place, on such date and at such time as it may specify. Where a student fails to attend before the Disciplinary Authority in accordance with a requirement under the above mentioned rule, he/she will immediately be suspended from being a student of the University and shall not thereafter remain in or enter the University. Such suspension shall continue until the student offers to attend before the Disciplinary Authority and does, in fact, attend before the Disciplinary Authority on the date and at the time which the Disciplinary Authority may specify.

In the room of disciplinary proceeding

At the start of disciplinary proceeding, the Disciplinary Authority shall explain to the student the facts of the disciplinary offense alleged to have been committed by the student and call upon him to plead thereto.

If the student pleads guilty, Disciplinary Authority shall explain to him the facts of the case. If he admits these facts, the Disciplinary Authority shall pronounce him guilty of the disciplinary offence and invite him to make any plea he may wish to make for lenient punishment.

If the student pleads that he or she is not guilty of the disciplinary offense, or fails or refuses to plead or doesn't admit the facts of the case, the Disciplinary Authority shall examine any witness or any document or any other article whatsoever in support of the case against the student. And the student shall be invited to question such witness and inspect such documents or articles and the Disciplinary Authority may re-examine such witness.

The accused student shall be invited to give his evidence, call any witness or produce any document or other article whatsoever in his defence. The Disciplinary Authority may question the student and his witness and inspect any such document or article and the student may re-examine any of his witnesses.

The Disciplinary Authority may question or recall any witness at any time before it has pronounced its decision.

After hearing the witnesses and examining the documents or other evidence produced before it, the Disciplinary Authority shall pronounce its decision on the case and if it decides that the student is guilty of the disciplinary offense, it shall invite the student to make any plea he may wish to make for lenient punishment.

After the student has made his plea for leniency, if any, the Disciplinary Authority shall impose on the student one of the punishments mentioned earlier or any appropriate combination of two or more of such punishments.

The Disciplinary Authority, which takes disciplinary action against a student shall make or cause to be made written notes of the proceedings. The Chairman of the Committee or any such person authorized in writing by the Chairman shall maintain a register of all disciplinary proceedings taken under these rules. Such register shall record the name of the student, the particulars of the disciplinary offense, the progress of the proceedings, the result of the proceedings and such other information or particulars as the Chairman may direct.

Where a student has been found guilty of a disciplinary offense, the Chairman or any such person authorized in writing by the Chairman shall send a report in respect of the disciplinary proceedings to the student's parent(s) or guardian(s). And if the accused holds a scholarship or stipend, to the scholarship-sponsoring or scholarship-granting authority or body.

Where the Disciplinary Authority imposes a punishment of a fine upon the student, it shall specify the period within which the fine shall be paid and the student shall pay the fine within the said period to ACFD. If the student fails to pay the fine within the period specified, he shall immediately be suspended from being a student of the University and shall not thereafter remain in or enter the University. Such suspension shall continue until the fine is paid.

Where any punishment is imposed upon a student, the Disciplinary Authority may, in addition, order the student to pay such compensation as it may fix, in respect of any damage to any property, or any loss or injury to any person for which the Disciplinary Authority may find the student, in the course of the disciplinary proceedings, to be responsible. A student may be ordered to pay compensation under this paragraph, regardless of whether or not the property which is damaged, belongs to the University or to any other person.

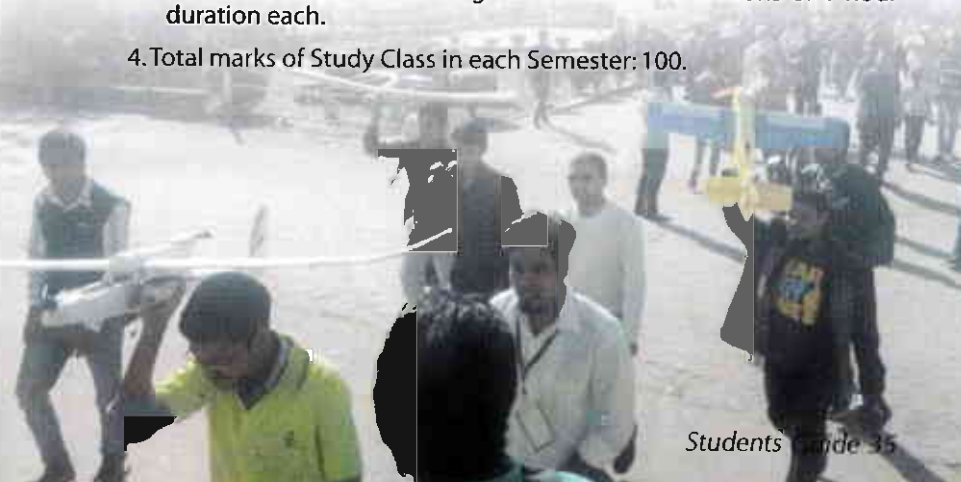


15. No resident is permitted to allow any guest to live in his room and receive the members of his family in his room. Any visit to a resident should strictly be limited in the guestroom. No guest will be allowed without prior permission of hall authority.
16. No one is allowed to paste any poster or to put a nail into the wall or to make any scratch on the wall. If he needs to put a calendar, routine, schedule, etc- he should arrange for that by using the drilling machine after taking prior permission from the authority.
17. No resident is allowed to shift the furniture of the hall from one room to the other without the permission of the authority.
18. All residents should dispose of the rubbish and filth in the garbage bin kept exclusively for the purpose.
19. Muslim residents of the hall must be sincere, punctual and committed to perform regular daily prayers and observe fasting during the month of Ramadan. While in the hall, students have to perform Isha and Fazr prayer in congregation (Jama'ah)
20. All residents regardless of faith & religion must strive for keeping up ideals of morality, politeness, humanity and piety.
21. Playing cards or killing time in any other kind of meaningless play, which is contrary to teachings of Islam, is completely prohibited.
22. A resident should not cause any inconvenience to the other fellows in his room. As such he is not allowed to make any noise or to study loudly or to continue his study after midnight. If he is in urgent need to continue his study after midnight, he has to make sure that the light of his lamp is limited to his study table only.
23. Residents are strictly prohibited from making any noise within the hall premises.
24. No one is allowed to listen to any immoral song or hard rock within his room or elsewhere in the hall premises.

25. Smoking within the hall premises is strictly prohibited.
26. The use of TV should strictly be limited to news broadcasts, educational & documentary programs and it will be closed at sharp 10.30 p.m.
27. No resident is allowed to be absent from the hall after 10.00 p.m. except with a prior permission from the authority and for a legitimate reason which is acceptable to the authority.
28. No one is allowed to continue any games or sports activities during the prayer time.
29. The residents are also required to participate actively and regularly in the co-curricular and extracurricular activity scheduled by the University. Attendance in every program under the management of hall authority is mandatory.
30. The residents of the hall are also required to dress themselves properly and decently which is not contrary to the spirit of Islam and dignity.
31. The hall authority expects all sorts of cooperation from all residents to uphold the smooth administration and maintain the healthy environment in the hall.

Rules & Regulations of Study Class

1. Study Class is a compulsory program as a prerequisite for graduation (students of other than Shariah Faculty only). Without successful completion of Study Class a student will not get Honours certificate.
2. At the very outset of a semester STAD office divides students of 1st to 7th Semester into groups that usually comprise of 30/35 members. If any student finds himself or herself with no group, he or she should contact STAD office forthwith.
3. Study Class is meant for 1st-7th Semester students. In every Semester, students will be given a total of 10 sessions of 1 hour duration each.
4. Total marks of Study Class in each Semester: 100.



Class Performance	: 50
Written Examination	: 50

5. Pass Marks:

Students must pass in both Class Performance and written Examination separately.

Class Performance	: 30
Written Exam	: 20

6. Grace Marks:

Students may get 2 (two) marks as grace in both Class Performance and Written Examination.

7. Failure in Examination:

Students failed in or absent from Written Examination must sit for the examination later.

Procedure:

- Students absent from examination must apply to Director STAD within 2 weeks of examination mentioning the grounds with the recommendation of respective Head of the department.
- Students failed in Written Exam must apply to Director STAD within 2 weeks of result publication with the recommendation of respective Head of the department.
- In case of arrangement of Special Exam every student concerned must pay Tk. 1000 (One Thousand) for each Semester Exam.

8. Failure in Class Performances:

Students failed in class performance must get the classes taken with any relevant existing group of that Semester.

Procedure:

- Students must apply to Director STAD within 15 days of publication of Study Class results mentioning the grounds with the recommendation of respective instructor.
- In case of exigency, special arrangement may be taken. At that situation, the student must pay Tk. 1000 (One Thousand) to arrange the special study class exam on each Semester.



9. Query about Result:

In case of any query student must contact STAD office within 10 days of publication of results.

10. Intercampus Transfer:

If a student changes campus, he/she must collect a report on Study Class results and submit it to the STAD office of the campus he/she joins

11. Non-Muslims Student: Non-Muslim students while in 1st & 2nd Semester don't require to take Study Class. It is applicable for them from 3rd semester & onwards.

12. Grading System of study class:

Remarks	Percentage Score
Excellent	90-100
Very Good	80-89
Good	70-79
Satisfactory	60-69
Pass	50-59
Fail	0-49

13. Transcript:

Having completed the Study Class program successfully students will be provided with a transcript.





International Islamic University Chittagong

MUSLIM STUDENTS' OATH

Bismillahir Rahmanir Raheem

(In the Name of Allah, The Most Compassionate, The Most Merciful)

- I, (.....) as a student of International Islamic University Chittagong solemnly promise under oath that:
1. I shall, at all times, uphold the good name, philosophy and objectives of International Islamic University Chittagong.
 2. I shall always obey the University's rules and regulations in the campus and in the halls.
 3. I shall never spread or encourage the spread of beliefs, ideas and ideologies that are contrary to the teachings of Islam.
 4. I shall actively participate in all co-curricular & extra-curricular activities approved by the University in order to make myself a more rounded Muslim personality.
 5. I shall promote the spirit of Islamic fraternity and shall prevent rivalry, conflict, hatred and affray among students and University staff arising from conflicting political party allegiances, different religious beliefs or any other cases of disharmony.
 6. I shall give due respect, at all times, to the University administrators and teachers in accordance with Islamic morality and religious tradition of Islamic civilization.
 7. I am fully aware that as the University is Islamic in name and character, my deviation from the Sharia'h and rules of the University will be deemed as breach of the university's discipline. And that would make me liable to penalty under the university's rules of students' discipline.
 8. Finally, I ask Allah (SWT) to help me to fulfil my promises in this oath, to guide me on the right path and to make my life in this University a life of obedience to Allah (SWT), moral virtue, academic excellence and professional competence.

PABX Extensions of IIUC, Kumira

Telephone No : 03042-51153, 51154, 51156, 51157, 51158, 51159, 51161

Fax: 03042 51160, Operator: PABX Ext 0, 301

Sl. Division/Dept	Offices	EXT.	Offices	EXT.
01 Vice-Chancellor office	a. Vice-Chancellor	304		
	b. PS	305		
02 Faculty of Sc & Engr.	a. Dean	306		
	b. Admin office	307		
03 Faculty of Shariah	Dean	308		
04 Dept. of QSIS	a. Head of QSIS	309	b. Admin office	310
05 Dept. of DIS	a. Head of DIS	311	b. Admin office	312
06 PHRD Division	a. Director	313	b. DD	314
	c. Security Box	315	d. PHRD office	316
07 ACAD		317		
08 STAD		318		
09 ACFD		319		
10 IT Division		320	IT Help Desk	321
11 Shariah Faculty	a. Teachers Room 1st Floor	322	b. Teachers Room 2nd Floor	323
	c. Teachers Room 3rd Floor	324	d. Teachers Room 4th Floor	325
12 Dean FSE	Dean	326		
Dept. of EEE	a. Head of the Dept	327		
	b. Admin office	328	c. Teachers Room G. Floor	329
	d. Teachers Room 1st Floor	330	e. Teachers Room 2nd Floor	331
13 Dept. of ETE	a. Head of the Dept	332		
	b. Admin office	333		
	c. Teachers Room 3rd Floor	334	d. Teachers Room 4th Floor	335
14 Faculty of Business Studies	a. Coordinator, DBA Office	336		
	b. Professor	337	c. Admin office	338
15 Dept. E & B	a. Coordinator	339	b. Teachers Room, DBA	340
	c. Teachers Room DBA 1st Floor	341	d. Teachers Room DBA 2nd Floor	342
	e. Teachers Room G. Floor E/B	343	f. Asst. Proctor	344
15 Dept. of Law	a. Head of the Dept.	345	b. Admin office	346
	c. Teachers Room 2nd Floor	347	d. Teachers Room G/ Floor	348
16 Dept of URC	a. URC office	349		
17 LID Division	a. Director	350	b. Deputy Director	351
	c. Sr. AD	352	d. Desk	353
18 Medical Centre	Medical Office	354		
19 P & DD Division	a. Chairman P & DD	355		
	b. Sup/Engr. & Director (In-charge)	356	c. Sup/Engr.	357
	d. Admin office	358	e. Assistant Engr.	359
20 Lecture Theatre	Auditorium	360		
21 Hall offices	a. Abu Bakr (R) Hall	361	b. Omar (R) Hall	362
	c. Uthman (R) Hall	363	d. Ali (R) Hall	364
	e. 5th Hall	365		
22 Teachers Dormitory	a. Residence of Campus Chief	366	b. Residential Medical Officer	367
	c. Security/Office room	368	d. Teacher's common Room	369

CITY LIAISON OFFICE 154/A, College Road, Chawkbazar, Ctg.

Tel: 031-610085, 610308, 638656, 638657, 639981 Ext: 115, 142 or '0' for Operator's help

Sl. Division/Dept	Offices	EXT.	Offices	EXT.
01. Vice-Chancellor office	a. Vice-Chancellor	200		
	b. PS to VC	205		
02. Pro-Vice-Chancellor office	a. Pro-Vice-Chancellor	201		
	b. PS to Pro-VC	217		
03. Trust Secretary Office:	a. Secretary	105		
	b. PS to Secretary	230		
04. Controller of Finance Office	a. COF	202		
05. Registrar Office	a. Registrar	204		
	b. Registrar Office	221, 119, 174		
	Public Relation Office	121		
06. Accounts & Finance Division	a. Director	265	b. Addl Director	214
	c. Payroll, PF, Loan	123	d. Cash Section	146
	e. Bill Section	114	f. Remeration, Requisition, Chq Disb	108
	g. Student Information Unit # 01	120	h. Student Information Unit # 02	215
07. ACAD	a. Director:	112	b. Information & Admission:	115, 142
08. Control of Exam. Office:	a. Deputy Controller of Exam.	141		
	b. Reg Exam & Result	159, 122	c. Certificate Wing	149
09. STAD:	a. Director:	110		
	b. Addl Director, STAD:	225	c. STAD Office:	125
10. PHRD:	a. Director:	206	b. Deputy Director	138
	c. PHRD Office	113	d. Security Box:	226
11. FAD:	a. Director:	106	b. Addl Director:	222

Sl.	Division/Dept	Offices	EXT.	Offices	EXT.
12	PPD:	a. Director	109	b. Purchase Office	116
13	SDSWD:	a. Director	106		
		b. Deputy Director	132	c. SDSWD Office:	145
14	LID:	a. Director:	131	b. LID Office:	111
15	P&DD:	a. Chairman:	223		
16	Science & Engineering:	a. Deen:	216		
		b. CSE (Head):	207	c. CSE (Teacher):	161,162,229
		d. HAQEP	208	e. CSE (Teacher):	138
		f. EEE (Head):	157	g. Automation:	134
		h. Pharmacy (Head):	160	i. Pharmacy Teacher (R-01&02):	137, 153
17	IT Division:	a. Director	162		
		b. Executive Engineer	135,177	c. Sys.Analyst, Web.Design,Office	155
18	Medical Center:	a. Medical Officer	203		
19	Business Studies:	a. Dean/Coordinator, DBA	154	b. DBA (Head)	152
		c. DBA Office	211	d. Teacher (Male) R#01,02&03	153,218,120
		e. DBA Ext.Build	165	f. Seminar Library	131
20	Arts & Humanities	a. Head, (Coordinator & Office, ELL	158		
		b. ELL Teacher, Male R#01 & 02	156,212,213	c. Seminar Library	127
21	Faculty of Law:	a. LLM Program	103		
22	Shari'ah & Islamic Studies:	a. Dean	129	b. Head QSIS	209
		c. Head-DIS	210	d. Teacher Room	207
23	STC:	a. Deputy Director	217		
24	CENURC:	a. Director	224		
		b. Teacher Room	124		
		c. Office	224		
25	ALL:	a. Director:	118		
26	Proctorial	a. Office	175		
27	CRP:	a. Director	283		
		b. Research Cell	275		
		c. Office	143		

FEMALE ACADEMIC SECTION Chandgoah, Chittagong. PABX: 2573225-7, Ext.: 309, 310

Sl.	Name of the Offices	EXT.	Sl.	Name of the Offices	EXT.
01.	Chief, Fem. Section	300	02.	Fem. Section Office	301
03.	LMD (Maintenance Division)	305	04.	ACAD & CoE Office	310
05.	ACFD	315	06.	LID	320
07.	ITD	325	08.	STAD & SDSWD	330
09.	PHRD	103	10.	P & DD	201
11.	Faculty of Shariah	Dept. of QSIS	12.	QSIS (Office)	401
13.	QSIS (Coordinator)	QSIS (Coordinator)	402		
Dept. of DIS					
14.	DIS (Office):	405	15.	DIS (Coordinator)	406
Faculty of Science & Engineering	Dept. of CSE				
16.	CSE (Office)	410	17.	CSE (Coordinator)	411
18.	CSE (Teachers' Room-1)	412	19.	CSE (Teachers' Room-2)	413
Dept. of Pharmacy			21.	Pharmacy (Coordinator)	416
20.	Pharmacy (Office)	415			
22.	Pharmacy Chemistry Lab)	417			
Faculty of Business Administration	Dept. of BBA				
23.	DBA (Office)	420	24.	DBA (Coordinator)	421
25.	DBA (Teachers' Room-1)	422	26.	DBA (Teachers' Room-2)	423
27.	DBA (Teachers' Room-3)	424	28.	DBA (Teachers' Room-4)	425
29.	MBA (Office)	426	30.	MBA (Coordinator)	427
Dept. of Economics & Banking (EB)					
31.	Economics & Banking (EB Office)	430			
32.	EB (Coordinator)	431	33.	EB (Teachers' Room)	432
Faculty of Arts	Dept. of English (ELL)				
34.	ELL (Office)	440	35.	ELL (Coordinator)	441
36.	ELL (Teachers' Room-1)	442	37.	ELL (Teachers' Room-2)	443
38.	ELL (Teachers' Room-3)	444	39.	MELL & MELT (Coordinator)	445
40.	Law (Office)	450	41.	LLB (Coordinator)	451
42.	Law (Teachers' Room-1)	452	43.	Law (Teachers' Room-2)	453
44.	LLM (Coordinator)	454	45.	CENURC (Coordinator)	460
46.	CENURC (Teachers' Room)	461	47.	Male Teachers' Room	465
48.	Database Center (Technician)	471	49.	Information Desk	102
50.	Superintendent Engineer	202	51.	Assistant Engineer	203
52.	Sub-Asst. Engineer	204	53.	Security (Main Gate)	104
54.	Security Guard (Female)	105	55.	Service Center	106
56.	Canteen	107			



The then President and Chancellor of ILUC, Professor Dr. Iajuddin Ahmed distributing Convocation Awards.



Professor Emeritus Late Dr. Zamal Nazrul Islam, the Chief Guest giving Prize to a winner at IBBL-ILUC IT Festival'11



Ex-Chief Election Commissioner Justice Abdur Rouf speaking as the Chief Guest at Talent Development Workshop, ILUC



Mr. Md. Mahbubul Alam, President of Chittagong Chamber of Commerce & Industries (CCCI) Receiving ILUC Business Award '15 from VC, ILUC