

BUFT STUDENT HANDBOOK 2025-26



**BGMEA University of
Fashion & Technology**
Excellence Through Education



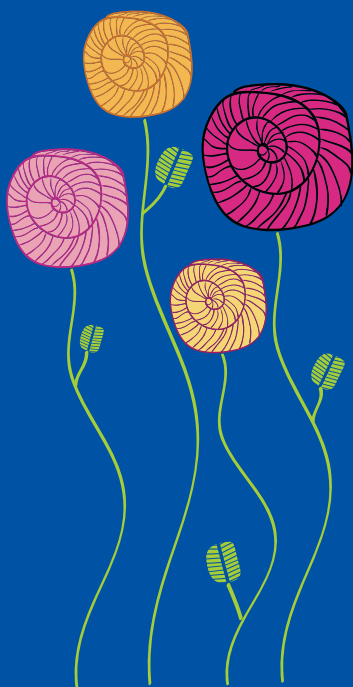
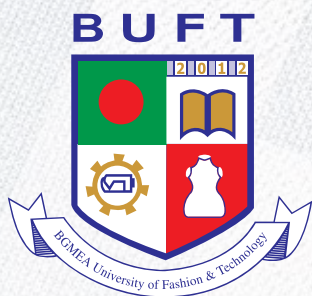
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Student Handbook

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Table of Contents

Sl No.	<i>Title</i>	<i>Page No.</i>
01	Use of the Handbook	4
02	BGMEA University of Fashion & Technology (BUFT): A Profile	4-5
03	Vision, Mission and Objectives	06-07
04	Academic Policies	07-18
05	Payment Policies	18-20
06	Exam Related Information & Grading System	20-27
07	Discipline in Examinations	28-31
08	Student Code of Conduct	31-42
09	Library	42-45
10	Dress Code	45
11	Facilities for the Students	45-50
12	Clubs	51
13	Competition & Awards	51-52
14	Research and Development Activities	52-55
15	Education & Research Collaborations	55-59
16	Membership	59-60
17	BUFT Statutory Committees	60
18	Academic and Extra-Curricular Committee	60

1. Use of the Handbook

The student's handbook provides users with a broad overview of the academic policies of BGMEA University of Fashion & Technology (BUFT), Bangladesh.

All information written in this handbook is subject to change with the prior notice by the authority of BUFT. Usually, the university makes announcements in these regards in its periodical publications. In addition, letters dealing with specific changes in program, policy or procedure may be mailed to students, bulletins may be posted at the offices, or memoranda may be read in class rooms. Students are advised to keep themselves updated with the changes and consult with the appropriate office or academic advisor/teacher, if necessary.

If the regulations, the program requirements and the services described herein conflict with the current practice, the latter will prevail.

The handbook does not constitute an agreement between the university and its students.

2. BGMEA University of Fashion & Technology (BUFT): A Profile

BGMEA University of Fashion & Technology (BUFT) is a leading private university in Bangladesh aiming at imparting quality education to the students so that they can confidently face global challenges with the spirit of patriotism. As a center of excellence, BUFT has been making significant contribution to higher education in Bangladesh since its inception in March 2012 under the Private University Act of 2010. BUFT emerged from BGMEA Institute of Fashion and Technology (BIFT) which had been functioning under National University since 1999. BIFT was a pioneer and leading educational institute specialized in the apparel sector of Bangladesh with a noble mission to locally produce skilled manpower for the 100% export oriented readymade garments (RMG) industry. As a specialized university, BUFT strives to develop human resources specifically for the readymade garments, textiles and allied sectors of Bangladesh.

BUFT is equipped with state-of-the-art RMG & textile laboratories, computer labs, computer aided design (CAD) labs, product development labs, broadband internet facilities and a modern library. BUFT graduates with their skills, training and knowledge would be able to build their chosen career and contribute efficiently towards the overall development of the promising RMG sector of Bangladesh. Thus, they will play an active role for the development of the country. BUFT students get benefits from high quality teaching and learning combined with hands-on experiences in its established industrial facilities. They receive professional input from various courses through live research projects, industry placement and other lectures and webinars delivered and presented by leading RMG and textile professionals and internationally reputed scholars. The faculty members of BUFT are not only familiar with theories and academic aspects but also have extensive professional experience and practice. The highly qualified and experienced teachers are capable of disseminating their knowledge to the students, extending horizons of students' knowledge and experience, and opening up new prospects and perspectives. BUFT students actively participate in national and international level fashion shows, design competitions, workshops, symposia and conferences.

BUFT strives to produce knowledgeable, skilled and employable graduates and maintain excellence in all its activities upholding high academic standard. Our graduates enjoy the best success rate in gaining full employment. Different types of workshops, seminars and training programs are arranged for our students and faculty members from time to time to increase their professional knowledge and outlook. Industry experts and overseas faculty members of reputed universities are the resource persons of these programs. BUFT is run by a twenty one member Trustee Board headed by its Chairman Mr. Faruque Hassan, a renowned businessman of Bangladesh. Prof. Dr. Engr. Ayub Nabi Khan the Vice-Chancellor (Acting) and Prof. Dr. Md. Alamgir Hossain the Treasurer of this University.

BUFT Permanent Campus & Permanent Certificate

BUFT permanent campus is on 8.5 acres of land at Nishatnagar, Turag (west side of Uttara) with all the academic infrastructure facilities and amenities including a playground, a swimming pool, a gymnasium, a mosque, a canteen, a big auditorium, a multipurpose hall and several seminar halls. Total floor area spread over the 10 storied university campus building is around 5,00,000sft. In addition, BUFT has received an allotment of one bigha of land at Uttara from RAJUK for its further expansion. The campus has a car parking area that can accommodate 200 cars. By fulfilling all the criteria BUFT has already received permanent certificate from the Government of Bangladesh.

3. Our Vision

To develop BUFT as a center of excellence in higher education in fashion, textile technology and other general areas of scholarship that will best serve the nation and the world.

3.1. Mission and Objectives

Our Mission is to offer attractive need based programs and to educate competent graduates fit for the era of fourth industrial revolution. BUFT is committed to producing versatile and resourceful manpower with scientific, technological and social knowledge.

Specific objectives behind establishing BUFT are as follows:

- To deliver international standard education in fashion design and technology, engineering and other areas of general interest.
- To provide innovative and technically skilled human resources, in order to increase the overall efficiency and productivity of Bangladesh RMG and textile sectors.
- To develop technical competency and consultancy capacity relating to local, national and international issues.
- To provide technical assistance to the local and global apparel and textile industries in all aspects of garments manufacturing.
- To create development and training opportunities for the employees and staff of the RMG and textile sectors.

- To establish and maintain close links with the similar local and foreign institutions for exchanging knowledge, experience and expertise.
- To facilitate exchange of views and share experiences and best practices within the industry for the overall development of Bangladesh RMG and textile sectors.
- To provide useful information and data to industries and update students as well as entrepreneurs with the latest technology in the apparel and textile sectors.
- To extend support to the stakeholders of the industry on policy advocacy and reforms through organizing and conducting seminars, workshops, conferences, study tours, etc.
- To conduct research for the sustainable development of textile and RMG sectors.

Apart from the above objectives, BUFT management and faculty members are also keen to undertake other academic activities for the overall benefit of the country as a whole and particularly for the growth of the RMG and textile sectors of Bangladesh in view of the prevailing competitive business environment in the global market.

With this end in view, BUFT embarked on faculty search on specialized field and has so far recruited a good number of experienced, energetic and qualified teachers with higher degrees from reputed foreign universities.

4.0 Academic Policy

Academic Year/Semester System

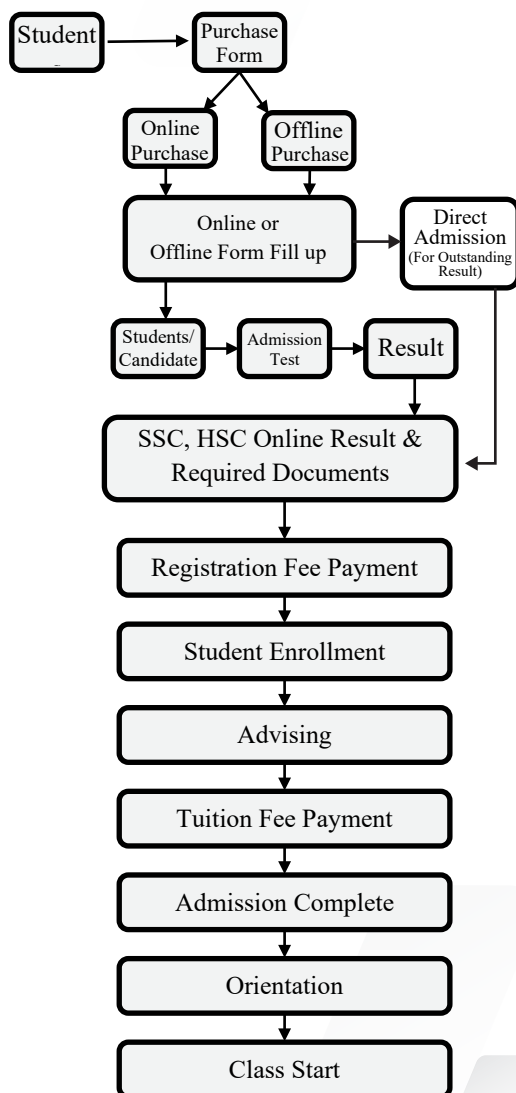
As per UGC guidelines, BGMEA University of Fashion & Technology (BUFT) follows bi-semester system for all programs. The schedule of an academic year is as follows:

Semester	Title	Duration
Semester I	Spring	January-June
Semester II	Fall	July-December

4.1. Admission (New Intake)

The required documents must be submitted with an application

at the time of admission within the specified date. All the transcripts/grade sheets/mark sheets and other academic documents of the candidates admitted in different programs will be verified. If any of the academic transcripts/grade sheets/mark sheets of a candidate is found fake or tampered, his/her admission will be cancelled.



4.2 Semester Drop and Refund

Students are required to attend classes regularly throughout the semester. If the newly admitted students fail to attend the classes regularly due to serious illness or serious accident or any other genuine reason, s/he may apply to discontinue the semester or withdraw from the semester or withdraw course(s), within the first two weeks from the commencement of the classes. They should apply to the Head of the Department with proper and relevant documents (medical certificate etc.). In that case, they will get 100% tuition fee refund. If the student wants to drop the course(s) or semester in the 3rd and 4th weeks from the commencement of the class, 50% tuition fees will be deducted and the remaining 50% will be adjusted with that of the next semester. No course(s) or semester drop is allowed after the 4th week.

However, subject to a valid reason, students may apply to withdraw course(s)/drop semester even after the above mentioned period, but in that case, 25% tuition fee will be refunded/adjusted and the student will have to pay 75% tuition and other fees when s/he will register in the next semester. Course adjustment forms are available at the Registrar's Office.

4.3 Student Identification Cards

Every student will receive their Student ID card. These cards are used for various purposes such as entering the university campus, attending classes, using the library and the computer services etc. This card is not transferable. The ID number is unique and valid up to his/her graduation. All students will have a unique e-mail ID for proper communication.

4.4 Medium of Instruction and Examinations

At BUFT the medium of instruction in classes and examinations is English. Every student of BUFT must have proficiency in English. BUFT offers several English courses for the students to help them acquire a sound working knowledge of English and thus enable them to prepare themselves for undergoing their studies smoothly.

4.5 Duration and Course Structure of the Existing Program

Name of the Program	Duration	Maximum Time Limit for Degree Completion
BSc/BA/BBA	04 Years (08 Semesters)	09 Years
MSc/Masters	1.5 Years (03 Semesters)	04 Years
MBA	02 Years (04 Semesters) 01 Year (02 Semesters) for BUFT students	04 Years
Post Graduate Diploma	01 Year (02 Semesters)	02 Years
Certificate Course	06 Months (01 Semester)	06 Months

a) The curricula of all the programs are primarily proposed by the Departmental Academic Committee and approved by the Academic Council through proper channel.

b) The Departmental Curriculum Committees usually review the curricula once in every academic year and put forward suggestions to the Academic Council and pass through proper channel.

c) The courses are reckoned in credits and the credits allotted to various courses will be determined by the respective Departmental Curriculum Committees with the following guidelines:

Sl.	Nature of Course	Contact Hour*	Credit
1	Theory	2 or 3 hours/Week	2 or 3
2	Tutorial	1 hour/week	1.0
3	Project/Thesis	3 hours/week	3.0
4	Field Work/Industrial Attachment	8 weeks	3.0
5	Seminar/Special Studies	3 or 2 hours/week	1.0 or 1.5
6	Independent Lab/Sessional/Design/Studio	2 hours/week	1.0

Contact hour means a class with a minimum period of 60 minutes.

Academic Calendar

Description	Weeks
Class Before Semester Mid Exam	07 Weeks
Semester Mid Exam	02 Weeks
Class Before Semester End Exam	08 Weeks
Semester End Exam	02 Weeks
Publication of Result	02 Weeks
Preparatory Leave Semester Mid Exam and Semester End Exam	02 Weeks (before mid & final)
Semester break and extra-curricular activities	03 Weeks
Total	26 Weeks

4.6 Academic Load

One credit of theoretical study is usually 14 contact hours, and one credit of practical/sessional study is usually 21 contact hours. Classes for a course are held twice/thrice a week. The length of the courses depends on the contact hours required for a course. Assessment and feedback are continuous. There are usually two major exams together with class tests, assignments and projects. Some courses require students to visit factories or other facilities. The number of courses and credits in each semester of all programs are predecided and vary from 15 to 22 credits and they are designed in such a way that a program will be completed within the normal time frame. However, one can take less credits than prescribed but not less than 12 credits which is considered as the minimum load for a semester. In that case, the duration of study will be prolonged.

4.7 Academic Advisor & Monitoring of Students' Progress

BUFT cares for its students. Therefore, each student after his/her admission at BUFT is assigned an Academic Advisor, a faculty member. Upon admission into a program, students are given a list of core courses and elective courses, along with a proposed plan for each semester of study. Academic Advisors will monitor students' academic progress, consider career options, and suggest elective courses and so on. Students are advised to meet their Advisor for counselling on any issue.

Courses are designed by the University in a way that enables students to progress in their programs at a brisk pace. However, it is the student's responsibility to fulfill the degree requirements.

4.8 Course Registration (2nd- 8th Semester)

Since the courses of each semester are pre-decided, all students who pass with CGPA 2.5 and above and with no fail in any subject will be automatically assigned all courses for that semester upon payment of the registration fee. However, students who fail in one or more subjects or have CGPA < 2.5 have to meet their respective Course Advisor for their course advising at the beginning of each semester.

Due dates of the registration and tuition fees payment are announced as and when courses are offered, usually two weeks before the first day of classes. Once registered for a course, students can cancel their registration altogether (semester drop) or add/drop courses upon receiving permission from their Advisor, within the first two weeks from the commencement of the classes. After that period, a student is not allowed to add/drop any course(s) or withdraw him/herself from a semester without any valid reason. However, a student is not allowed to drop any pending course(s) (F, E, W etc) of the previous semester.

4.9 Course Advising Procedures

- All Students of the 2nd to 8th semesters will have to meet their assigned Course Advisor for course advising after paying the registration fee as per the schedule given by the authority.
- The Advisor will go through the previous academic records, i.e., Academic transcript, of the student and complete the course advising following the instruction set by the authority. After completion of the course advising a printed payslip duly signed by the Advisor will be given to student.
- Then the student will have to go to the Accounts section for signature on the printed payslip. After that they have to go to the designated bank for making their payment.
- Advising must be completed as per schedule.

- Registration will not be completed until all the tuition and other fees are paid.
- If a student is unable to make payment or willing to drop the semester after completing his/her course advising then the following rules will be followed:
- After completing the course advising if a student intends to drop the semester and properly informs the matter to the Registrar Office within two weeks after commencing the classes, s/he will have to pay 5% of the tuition fees as charge for the dropped semester.
- If s/he has made any payment (full or partial) by this time, the calculated amount after deducting the 5% charge will be adjusted with the tuition fees of the next semester.
- After completing the course advising if a student doesn't inform anything to the Registrar Office but remains absent in the classes then 10% charge on tuition fees will be imposed. If s/he has made any payment (full or partial) by this time, the calculated amount after deducting the 10% charge will be adjusted with the tuition fees of the next semester. However, if the student attended any exams then all paid money (partial/full) will be forfeited.
- All new students have to make their payment in a single installment. (For exceptions and other details – see Section 5)

4.10 Rules & Regulations for Course Advising

- Each student will be assigned an Advisor who will guide that student till his/her graduation.
- To continue a semester a student has to take minimum 12 credits in a semester for undergraduate and PGD programs, and 9 credits for MBA and MSc programs.
- Students who have passed all the courses taken in the immediate past semester will get all courses allocated for the next semester.
- Any student, who is unable to maintain CGPA greater than 1.00 in one academic year (two consecutive semesters), may be suspended from the studentship in the University. The student may appeal for withdrawing the suspension to the Registrar Office. The authority may consider his/her appeal for one time if they are satisfied with his/her explanations and given

commitments to improve his/her grades. But this can only be done after suspension of a full semester. However, the second suspension will be regarded as a final suspension and absolute.

- If any student gets 'F' grade in three courses, s/he will have to take those three failed courses and some extra courses of new semester to make it a maximum of 15 credits.
- If any student gets 'F' grade in more than three courses, s/he will have to retake all failed courses but not more than 12 credits.
- No student will be allowed to change his/her section. There may be exception only in case of spouses, siblings and single female student in a section.

4.11 Class Attendances

Students need at least 70% attendance in order to be collegiate of a particular course. However, if a student's attendance in a course is in between 60 - 69%, s/he may be allowed to sit for examination for that course upon payment of Tk 1000/= as fine and thus change his/her status from a non-collegiate to a collegiate student.

If the attendance of a student in a course is below 60%, s/he is not allowed to attend the final examination for that course.

The student whose attendance in classes is less than 70% in any taken course (theory, lab/sessional/field work) shall not be eligible for the award of any type of fee waiver/scholarship/stipend/grant in the next semester.

4.12 Retake Policy

If a student receives a fail grade (F) in a course, s/he needs to repeat that course in the next semester. During the running semester the previous 'F' grade will be replaced by 'R' grade. A student can also retake a course for improvement. For details, please see 6.5.

4.13 Re-admission

If a student fails to register for two (2) consecutive semesters

without a prior permission, s/he will be considered as a dropout student. To continue his/her study, s/he will have to submit an application to the Registrar Office for permission to get re-admission. S/he will have to pay the re-admission fee in addition to the registration and other fees of that semester.

4.14 Discontinuation of Studies

Discontinuation of studies will come into effect either by issuing a transfer certificate from the Registrar's Office for a valid reason or upon petition of the student or dismissal by the University for committing a major offence specified in the code of conduct for the students. Should a student wish to leave the university temporarily, s/he must obtain a written permission from the Registrar's Office by stating the specific period and reason for such leave of absence.

4.15 Self Study Policy

When the class size of a particular section is <10, then that section will be run in a self-study mode. It happens only when all concerned teachers of the courses of that section are having their regular load. Otherwise, it would be treated as a regular section.

For self-study mode the concerned teacher will guide the students and conduct classes as per his/her assigned schedule. However, mid and final exams will be held centrally.

4.16 Internship

Internship helps students to acquire skills and competence from practical learning. In addition, it enables them to present themselves as matured and acceptable professionals. BUFT tries to facilitate every student to go for internship by providing internship placement in renowned RMG & textile industries in order to enhance their knowledge and experience.

Besides, students who believe that their knowledge in a degree-related field could be enhanced by gaining practical experience from an appropriate organization may organize their internship by their own.

In offering internship, BUFT endeavors to secure the cooperation of relevant organizations where students can explore their classroom learning practically. Prior to internship, an undergraduate student must complete the required credit hours fixed by the concerned department. After completion of the internship, students will have to submit a report in a prescribed format on his/her internship and the concerned supervisor will review the progress. S/he will give a presentation and face a viva voce examination. Grade will be awarded as per recommendation of the supervisor and examiners of the viva board.

4.17 Project

Project and thesis allow students to work with a supervisor to enhance their creativity and thinking ability through study on new topics. Students use their knowledge to explore something new.

The concerned department will assign supervisors for the students to guide and monitor the progress of the projects/theses. The project/thesis must be completed within seventh to eighth semester. After the completion of the project, students have to submit a project paper in a prescribed format to his/her supervisor and will be required to give a presentation and face viva voce examination. Grade point will be awarded on recommendation of the supervisor and the examiners of the viva board.

4.18 Requirement for Completion of a Degree

- Students must successfully complete the total credits made up of core courses and elective courses for the specific program(s) for obtaining a degree, with an overall or cumulative GPA of 2.50
- A student must complete all the required courses including the prescribed non-credit ones within the maximum time limit (see Duration and Course Structure of the Program) to fulfill his/her degree requirement.
- Any student failing to complete all the degree requirements within the given time frame will disqualify for his/her

continuation of study at BUFT. Students may apply for extension of duration explaining valid reasons with relevant documents to Registrar's Office.

4.19 Rules of Assessment of Progress of the Students

Progress in a degree program depends upon satisfactory performance. At the end of each academic year, academic records are scrutinized to determine a student's eligibility to continue with the program.

Year 1

Students must achieve an overall or cumulative GPA of 2.50 on all courses attempted in the first year of study to be eligible for promotion into the second year of study. Students with a CGPA of less than 1.00 are dismissed from the program. Students with a CGPA of greater than 1.0 but less than 2.50 are not promoted to the next year of studies. Such students may retake as many of the first year courses as needed to improve their CGPA. Students, who fail to raise their CGPA to 2.50 by the second scrutiny a year later, will become ineligible for a degree.

Year 2

Students must maintain an overall or cumulative CGPA of 2.50 in all courses attempted in the first two years of study to be eligible for promotion into the third year of study. Students with a CGPA of less than 1.00 at the end of the second year will be dismissed from the program. Students with a CGPA of greater than 1.0 but less than 2.5 will not be promoted to the next year of studies. Such students may retake as many of second year courses as needed to improve their CGPA. Students, who fail to raise their CGPA to 2.50 by the second consecutive year, will become ineligible for a degree. Special consideration may be granted upon application with necessary and acceptable documents to the Registrar's Office.

Year 3

From the beginning of the third year, students are alerted to meet degree requirements. Students are advised after the customary academic scrutiny, and are promoted to the final

year regardless of the CGPA. Students may retake courses with poor grades at any suitable time.

Year 4

Students, who fulfill degree requirements by the end of the fourth year of studies, will be recommended for the award of a degree.

Beyond Year 4:

Students, who fail to meet degree requirements, can retake courses or attempt other courses. Students must fulfill the degree requirements within 09 (Nine) years of first admission into a program. In special cases, students may apply for extension of duration beyond 09 (nine) years to the Registrar's Office.

5. Payment Policy (For Tuition and Other Fees)

Students who enroll at BUFT shall assume the responsibility of payments for all courses and other fees in accordance with the financial policies set forth below:

- Admission fee, lab fee, library fee, extra-curricular fee etc. must be paid at the time of admission or as may be required during the course of study in BUFT.
- Course tuition fee to be paid in one go by the student of solvent families. Students who are not financially solvent may avail tuition fees payment by two installments: First installment after advising and second installment before mid-term examination. Students failing to settle dues, shall not be issued admit card.
- Students who fail to pay their course fee in due time will have to pay late payment fee as per the notice announced from time to time by the Registrar's Office.
- Students are required to clear their course fee and other dues (if any) before receiving their admit cards for Mid-term examination.
- If a student fails to clear his/her course fee within the specified time, his/her registration for the semester will be automatically cancelled.
- BUFT authority reserves the right to cancel the admission/registration of any student who fails to meet

his/her financial obligation.

- BUFT authority may change/review the fee structure as and when required with prior announcement.

****Refund:** Once payment made for any purpose, the payment will not be refunded in cash, rather it will be adjusted with his/her tuition or other fees payable for the coming semester. However, after final semester, the refund due shall be made by issuing account payee cheque. Please see more details in section 4.2.

5.1 Financial Obligation

If any student's admission/registration is cancelled due to his/her inability to meet the financial obligation, it does not mean that s/he has been relieved from paying the financial obligation incurred for enrollment. When a student has unsettled tuition fee and other dues, BUFT reserves the right to withhold his/her result, stop issuing Admit Card for mid-term and final examinations, stop issuing transcript and hold registration for the following semester.

5.2 Financial Assistance Policy

BUFT does not assist any student directly with money, lodging or food. But the university offers financial aid in terms of tuition fee waiver for the deserving students, children of freedom fighters, indigenous community and poor but meritorious students with the conditions as under:

- Scholarship is awarded to the deserving students as per the BUFT tuition fee waiver policy.
- For bachelor programs, it is awarded on the basis of performance in admission test for the first semester and for other semesters it is awarded on the basis of performance in the semester final exams.
- For master programs, it is awarded on the basis of performance in the semester final exams.
- Scholarship consists of the waiver of course fee for the next semester only.
- Scholarship/tuition fee waiver is valid only for one semester. For each semester, a student needs to apply for waiver if s/he qualifies for waiver in that semester.

- No scholarship is awarded for the result of final semester of a student.
- In each semester, scholarship/waiver is reviewed and awarded to the deserving students.
- BUFT authority reserves the right to change the scholarship policy as and when necessary with prior notice.

6. Exam Related Information & Grading System

The BUFT follows the Letter Grades and Grade Points prescribed by the UGC. This is a uniform grading system for all public and private universities in Bangladesh.

The Grade Point Average (GPA) is computed in the following manner:

$$\text{GPA} = \frac{\text{Sum of (Grade Points x Credits)}}{\text{Total Credits Attempted}}$$

A student may earn any of the five-letter grades on the basis of his/her performance in each course. The letter grades, A, B, C and D are consider as passing grades and Grade F is the failing grade. The numerical equivalents (grade points) against the letter grades are as follows.

Numerical Grade	Letter Grade		Grade Point
80% and above	A+	A plus	4.00
75% to less than 80%	A	A regular	3.75
70% to less than 75%	A –	A minus	3.50
65% to less than 70%	B+	B plus	3.25
60% to less than 65%	B	B regular	3.00
55% to less than 60%	B –	B minus	2.75
50% to less than 55%	C+	C plus	2.50
45% to less than 50%	C	C regular	2.25
40% to less than 45%	D		2.00
Less than 40%	F *		0.00
Absent	Ab		
Incomplete	I* *		
Withdrawal	W		
Expelled	E α		0.00
Retaken	R •		

N.B. In the transcript/grade sheet, only the letter grade and the corresponding grade points, and finally the CGPA, not the numerical marks, will be shown.

- * Credits for courses with this grade do not apply towards graduation but used for the calculation of grade point average.
- ** Credits for courses with these grades do not apply towards graduation and is not used for the calculation of grade point average.
- Credits for courses with this grade does not apply towards graduation but used for the calculation of grade point average.
- This grade is used for only knowing the history of courses retaken, not to be used for the calculation of grade point average and does not apply towards graduation.

6.1 The Evaluation System and marks distribution

The evaluation will be based on (1) Semester Mid Examination (SME) (2) Semester End Examination (SEE) (3) Continuous Assessment (Class tests/quizzes, and presentation, term paper/assignment), and (4) Continuous assessment and class attendance will cover 30 percent of the total marks for each course. The remaining 70 percent is reserved for SME and the SEE. A student is required to appear both in SME and in SEE of all courses.

The distribution of marks for a given course will be as follows

(a) Theory Courses	: Marks
i) Class attendance Marks	: 10%
ii) Continuous assement	: 20%
(Assignment+Class Tests/Quiz tests)	: (10%+10%)
iii) Semester Mid Exam (1.5 hours duration)	: 30%
iv) Semester End Examination (2 hours duration)	: 40%
Total =	100%

(b) Courses on Lab/Sessional/Practical	: Marks
i) Class participation and attendance	: 10%
ii) Lab Report	: 20%
iii) Semester Mid Exam (SME)	: 30%
iv) Viva Voce	: 10%
v) Semester End Exam (SEE)	: 30%
Total =	100%

(C) Studio_OBE_FS	: Marks
i) Class participation	: 10%
ii) Class Assessment	: 10%
iii) Class Test	: 10%
iv) Semester Mid Exam (SME)	: 30%
v) Semester End Exam (SEE)	: 40%
Total =	100%

(D) Studio_OBE_FS_2	: Marks
i) Class participation	: 10%
ii) Class Assessment	: 20%
iii) Semester Mid Exam (SME)	: 30%
iv) Semester End Exam (SEE)	: 40%
Total =	100%

(E) Project/Thesis:	Marks
Viva Voce	30%
Exit Exam	20%
Supervisor	50%
Total =	100%

(F) Comprehensive Viva:	Marks
Viva Voce	100%
Viva Board will consist of the following members-HOD, one senior teacher of the Depts.	
Total =	100%

(G) Industrial Attachment	Marks
Viva Voce	30%
Evaluation for Industrial Supervisor	20%
Supervisor	50%
Total =	100%

6.2 Basis for the distribution of marks in class participation and attendance will be as follows (10 marks):

Attendance	Marks
90% and above	10.0
85% to less than 90%	9.0
80% to less than 85%	8.0
75% to less than 80%	7.0
70% to less than 75%	6.0
65% to less than 70%	5.0
60% to less than 65%	4.0
Less than 60%	0

6.3 Absence in the Semester Mid Examination (SME) and Course Works:

A student who has failed to appear in the SME due to reasons beyond his/her control (only the cases of illness, accident, death of family members and any other emergency case where admissible) students/guardians will have to inform the respective course teacher and office of the Controller of Examinations within (03) working days of the scheduled time of examination in writing, are eligible for make-up Exam. No student will be allowed to register for make-up examinations, if s/he fails to inform the reasons in writing to the concerned teachers/Head of the Department. Eligible student(s) willing to appear in the SME, must register by paying BDT 1000/- (One Thousand) per course within 07 working days of the last day of holding the SME to sit for the make-up examination. No such registration shall be entertained after the allotted time. Students must submit supporting documents, death of family members duly endorsed by the concerned Head of the Department and Dean of the faculty along with the application. In case of valid reason, all make-up SME will be held centrally as per schedule given by the Controller of Exams. A student who has missed other course works, e.g., assignment, test, quiz etc. will be graded on the basis of the assessment of the work completed in that course. S/he will get zero in the assignment/quizzes etc. that s/he has missed.

6.4 Absence in the Semester End Exam (SEE) and Course Works/Project Work/Thesis and the incomplete(I) Grade:

If a student has left unfinished work (Final Exam, Project work/Thesis) due to some unavoidable reasons (illness, accident or serious family problems etc) s/he will be eligible for the 'I' grade. In such case the student/guardian will have to inform the respective teacher within 3 (Three) working days after the Final Exam and request him/her for the 'I' grade. If the teacher is satisfied after reviewing the student's performance (attendance, CT, assignment and SME) then s/he will be assigned the 'I' grade. The student has to appear in the make-up exams after paying a fee of BDT 1000/- (One Thousand) per course in the next semester on a scheduled date decided by the Controller of Exams. Failing of reporting the final grade in due time, 'I' grade will be automatically replaced by 'F' grade and the student has to retake that course with full tuition fee with the regular students of other batch. However, the 'I' grade for project/report/thesis of the final year students may carry on for maximum two semesters. In case the earlier teacher is not available, any other course teacher offering the same course may be assigned.

Students will have to submit the following supporting documents while applying for make-up Semester End Exam.

- a. In case of illness or accident students will have to submit a Medical Certificate with an application.
- b. In other cases except illness or accident, the guardian of the student needs to come and meet the Dean of the concerned Faculty and submit a written application about the authenticity of the incident.

6.5 Retake Policy:

The students must have to take all previous 'F', 'E' 'W', and absent (Ab) course/s in the next semester. A student when repeating a course, s/he has to pay 75% of tuition fee of that course. When a course is repeated, the previous 'F' grade will be replaced with "R" grade and the grade(s) obtained in the retake subject will be

used for calculating CGPA. Transcript will show both the grades. A student must have to complete retaking of course(s), before taking his/her internship/thesis/project/dissertation. Students will not be allowed to retake any course after completion of degree requirements i.e., after publishing their final degree result. If a student fails to succeed in a course, s/he will be allowed to repeat the course only in the following cases:

- a. The students securing 'F' or 'E'.
- b. The students barred from appearing in the examination for deficiency in attendance and/or non-payment of fees.
- c. The students who could not appear at the examination due to unauthorized absence but have paid all dues.

A student who retakes theory/lab course(s) must have to attend classes.

6.6 Grade Improvement:

A course may be retaken according to the advice by the Program Coordinator/Course Advisor to improve the relevant grade. A student may retake course(s) for grade improvement in any semester of the program if s/he obtained below '**B**' grade in a course(s) but s/he will not be permitted to take more than 25% of the total courses for improvement. Grade improvement for specific course(s) can be taken once only. The students allowed to sit for grade improvement in exam on a theory course do not need to attend the classes for the corresponding courses. They appear only in the SME and SEE for theory courses. The SME and SEE will carry 70% (30%+40%) of the total marks assigned to the course; the rest 30% marks will be carried on from the earlier record (attendance, assignment & CT)

If any student wants to improve his/her grade in a lab courses s/he must have to attend the classes. Students will be evaluated based on his/her marks obtained in various segments of the current semester. When a course is retaken and improved, the previous lower grade will be replaced with 'R' grade and the higher grade will be used for calculating CGPA. However the highest attainable grade will be **B+**. If the grade is not improved the previous grade will be retained and the current grade will be replaced with 'R' grade. Transcript will show both the grades.

Students will not be allowed to retake any course(s) after publication of their final degree result.

Grade Improvement students will have to pay 50% of the tuition fees for theory courses and 75% for lab courses.

6.7 Supplementary Exams Policy:

A supplementary exam may be arranged only after completion of regular exam of each semester for those students who have subject conflict (overlap) or absent due to illness, accident etc of that semester. The following categories of students will be considered eligible for the supplementary exam:

1. Students of overlap category:

- Only overlap category students can take part in both SME and SEE.
- No supplementary exam fee will be applicable for cases of overlapping exam.

2. Students of absent Category:

Absent Category students will not be allowed to sit for **supplementary exam in both** SME and SEE. Only the students who were absent for illness, accident, death of family members & any other emergency case; She/he may be allowed to sit for the supplementary exam, subject to fulfilling the following conditions:

- The absent student must submit a formal application to the Head of the department along with legal documents, such as: Medical certificate in cases of illness, accident, death certificate of family members, & any other relevant documents to prove the reasons for absence in the regular exams
- After completion of all the activities of the department, the application should be finally submitted to the Controller's office for enlistment.
- Supplementary Exam fee is **Tk. 1500/-** (One Thousand Five Hundred] per course will be applicable.
- The maximum grade attainable in the supplementary exam will be **Letter Grade 'B'** regardless of performance.

3. Students of Failed Category:

Failed in one or more courses in the regular SEE, will not be allowed for the Supplementary Exam. They will retake the failed courses in next remaining semester.

However the failed students of final semester **[8th semester]** who have failed in 1, 2 or 3 course(s) in the regular semester exams will be allowed to sit for the **clearance exam**.

Clearance Exams:

- **Eligibility:** Only passing out students **[8th Semesters]** who will be graduated after completing this course(s).
- **Maximum courses can be taken:** Maximum three [03] failed courses can be taken for this exam.
- **Maximum Grade:** The maximum grade attainable in the clearance exam will be **Letter Grade 'B'** regardless of performance.
- **Clearance exam Fee: Tk-2000/-** (Two thousand) per course will be applicable.

NB: Supplementary Exams will not be taken for Lab/Practical/Sessional courses.

6.8 Appeals for Rescrutiny of Answer Scripts:

Rescrutiny of final examination answer scripts may be permissible. A candidate can apply for rescrutiny of any answer script of final examination to the Controller of Examinations through their program Coordinator/Head or Dean on payment of BDT 1000/= (one thousand) only per script within 07 (seven) working days from the publication of result. No such rescrutiny shall be entertained after the stipulated time. No such rescrutiny is allowed for practical/lab courses. While in the re-scrutiny such answer scripts, a scrutinizer will re-scrutinize the scripts thoroughly and shall award a grade (if applicable), within 15 working days from the publication of semester final result which shall be treated as final.

7. Discipline in Examinations

The Invigilator(s) shall be responsible for the maintenance of discipline in the examination halls. They will instruct the examinees to strictly follow the written and verbal guidelines for

maintaining discipline in the exam halls/rooms.

7.1 Instructions for students during examination:

- The examinee has to fill up the cover page of the answer script carefully. Each examinee must write his/her ID number, program, batch, course code and title on the cover of scripts, failing which his/her answer script(s) will not be assessed.
- The examinee must have to carry his/her Admit Card and ID card in the exam hall during exam, failing which they will not be allowed to enter the exam hall.
- The examinee is to ensure that his/her answer script is duly signed by the invigilator during the examination.
- The examinee is forbidden to carry books, notes, mobile phone/ programmable electronic device/digital watch etc. with them in the exam hall.
- The examinee is to ensure his/her signature in the attendance sheet for each Exam.
- No examinee is allowed to enter the exam hall after the expiry of 15 minutes of the commencement of exam.
- No examinees are to leave the exam hall within one hour after start of the exam (other than in an emergency/medical situation)
- The examinee should ensure that additional script(s) are duly signed by the invigilator and attached with the main script properly.
- Examinees are forbidden to write anything whatsoever on the question paper and admit card.
- All works must be done in the scripts provided in the exam hall and pages must not be torn out. The scripts provided by the university must be submitted; it cannot be replaced by another.
- Sharing of calculator and instrument box is strictly prohibited during the examination.
- Programmable calculator is not allowed in the examination hall.

7.2 Unfair means during examinations:

The following acts of a student shall be treated as adopting unfair means during examinations

- Being in possession of books, admit card; extra Q-paper, notes, typed sheets & writing in his/her apparels, body, drawing instruments, scales or any other material relevant to the subject.
- Copying from books, notes, drawing instruments, and wall writings or copying from fellow students or any other source.
- Communicating with fellow examinees in the exam hall.
- Misconduct or unruly behavior with invigilators or use of violent language and threatening invigilators or creating any kind of disturbance in the exam hall.
- Attempt to answer any question received from outside or provided by someone else.
- Use of mobile phone or any electronic device in the exam hall.
- Leaving the exam hall by taking away answer script.
- False personification in the exam hall.
- Change of script or question paper and admit card.

7.2.1 Punishment for Unfair means:

If a student is found adopting any sort of unfair means in the exam hall, his/her offence shall be punishable and may be executed by the invigilator in the exam hall in coordination with the Controller of Examinations. The matter will be placed to the Academic Disciplinary Committee for final decision.

7.2.2 The Exam Hall punishment in case of minor offense:

Example of minor offense are side talking, exchange of seat, sharing of instrument/calculator, peeping into others scripts, defying the order of the invigilator etc.

- a) First time- warning, which may be accompanied by a change of seats;
- b) Second time- holding of the answer script for certain time (not exceeding 10 minutes);
- c) Third time- deduction of 5-10 marks from the total marks;
- d) Fourth time- expulsion from the exam hall and a notice thereof be circulated under the signature of the Controller of Examinations for that paper.

7.2.3 The disciplinary action(s) for unfair means:

On the basis of the offense of the student(s) reported by the

invigilator(s), disciplinary actions will be processed through the Controller of Examinations to the Academic Disciplinary Committee. The committee will review the matter and recommend any of the following punishments:

a. For possession of papers, books, notes, typed sheets or materials relevant to the particular subject of the exam whether used or not:

- i) Cancellation of the particular course; or
- ii) Cancellation of all courses of that semester.

b. For discovering of any paper or relevant materials near the desk, bench, chair will be considered as writings in possession of the student:

- i) Cancellation of that particular course.

c. Use of mobile or any electronic devices in the exam hall/room:

- i) Cancellation of that particular course; or
- ii) Cancellation of all the remaining courses.

d. For copying from any paper, books, notes, drawing instruments, and wall writings or from any other source:

- i) Cancellation of that particular course; or
- ii) Cancellation of all courses of that semester.

e. For changing the answer script or cover page or inside page of the scripts with the fellow examinees or exchange of any writings on question papers/any other materials:

- i) Cancellation of all exams;
- ii) one to two years expulsion of both students from the University.

f. For insertion or submission of answer scripts written from outside the exam hall or having a question(s) answered by someone else:

- i) Cancellation of all exams,
- ii) one (1) to two (2) years expulsion from the University and
- iii) Expulsion forever from the university.

g. For false personification or impersonating or causing to impersonate in the exam hall:

- i) Cancellation of all exams,
- ii) one to two years expulsion from the University.

h. For misconduct or unruly behavior with the invigilator(s) or use of violent language and threatening the invigilator(s) or create any kind of disturbance in exam hall; Cancellation of all exams including one (1) or two (2) years expulsion from the University.

i. For leaving the exam hall along with the answer script(s):

- i) Cancellation of all exams including one or two years expulsion from the university.

Decisions for the cancellation of the examination and expulsion from the university for a period of not exceeding 2 (two) years will be taken by the Vice Chancellor. For expulsion for a period more than 2 (two) years, the Vice Chancellor shall refer the matter to the Disciplinary Committee.

Students who have been punished by the office for any offence in the examination may appeal to the Vice-Chancellor or Chairman of Board of Trustees.

8. Student Code of Conduct

Upon admission in BGMEA University of Fashion & Technology (BUFT), a student accepts the mission of the university and acts according to the following principles:

All human beings are endowed by the Creator with certain rights and no student, faculty or staff of the University may infringe upon the rights of fellow members of BUFT.

The goal of BUFT is advancement of knowledge which cannot be ensured without a safe and congenial academic environment. All persons working at and attending BUFT are responsible for the creation and maintenance of such an environment.

The university's academic environment must be one in which all persons' views are listened to and tolerated unless they violate

the principles as mentioned above. Learning in a democratic society must take place through the free exchange of ideas.

The BUFT student code of conduct has been formulated with the goal of upholding the stated mission. It is the responsibility of the university to make this code of conduct available to all members of the university community so that in case of violations and subsequent convening of the Disciplinary Committee, all and parties concerned are aware of the measures and proceedings. Violations of the code of conduct shall invoke disciplinary process as outlined in this document. Sanctions will be commensurate with the seriousness of the offense and may include suspension or in extreme cases, expulsions from the university. Repeated offenses justify increasingly severe action.

8.1. Free Expression and Disruption

Being an academic institution, BUFT is committed to the open expression and constructive debate of alternative views, theory and data. It recognizes and respects all peaceful and non-obstructive forms of dissent, whether individual or collective, that are within the university regulations and do not interfere with the regular and essential operation of the university.

Disruption, in this context, has been defined as an action or combination of actions by an individual or unreasonably interferes or hinders, obstructs or prevents the smooth a group that and regular functioning and operations of BUFT, including the holding of classes and all administrative functions. If an action is determined by the university authority as disruptive, authorized officials have the right to restrain or prohibit such a behavior.

The university aims and strives to maintain an environment that is tolerant and respectful to others irrespective of gender, race, religion, class, political affiliation, caste, status or position in the university or the community at large.

To this end, intolerance refers to an attitude, feeling or belief wherein an individual shows contempt to other individuals or

groups based on the characteristics mentioned above.

As stated in the policy statement on free expression, the expression of diverse views and opinions is encouraged but any attempts to (hamper) obstruct such expression will be considered as an act of disruption by the authorities of BUFT.

8.2. Physical Abuse

BUFT is committed to the safety and well-being of all its members and strives to maintain an environment that is free from acts of violence.

The university will not tolerate any act of physical violence, such as beating, punching, kicking, unwanted physical contact with a person, sexual harassment/abuse and the like by any member of the university community.

8.3. Smoking

BUFT desires to achieve an environment which should be smoke-free. Achieving this goal requires the willingness, understanding, and patience of all members of the campus community working together. As a general rule, preferential consideration shall be given to the nonsmokers. It is the responsibility of all members of the campus community to observe the provisions of these guidelines and make the whole campus free from smoking. Smoking is strictly prohibited in all indoor locations of the university.

8.4. Politics

Political activities are strictly prohibited in BUFT Campus.

8.5. Violations of Code

8.5.1. Acts of Academic Dishonesty

1. Adoption of any unfair means/copying in the examination.
2. Plagiarism representing the work of another as one's own work.
3. Preparing work for another who shows it as his/her own work.

4. Knowingly and willfully falsifying or manufacturing scientific or other educational data and representing other's work as the result of one's own research and experimentation (Plagiarism).
5. Knowingly furnishing false information to the University officials U about academic matters.

8.5.2. Acts of Social or Personal Misconduct

8.5.2.1. Violence

- a. Physical abuse.
- b. Sexual harassment/abuse.
- c. Direct threat of violence, either oral or written or through any other electronic or social media.
- d. Intimidation, either oral or written or by electronic message.
- e. Participation activity to disrupt the function of the university by force or violence or provocation.
- f. Reckless behavior that causes danger or threat to person(s).

8.5.2.2 Deliberate obstruction or interference to any person's right to attend or participate in university function.

8.5.2.3 Causing fear and apprehension using misrepresentation, misinformation, force or coercion to solicit support, signatures or participation in activities of a subversive nature or detrimental to the normal functioning of the university.

8.5.2.4 Any conduct, expression or language considered improper in interacting with faculty members, university official and staff.

8.5.2.5. Property Damage

1. Arson.
2. Willful or malicious damage or destruction of property.
3. Reckless behavior causing damage to property.

8.5.2.6. Possession and/or Use of Weapons

1. Firearms.
2. Explosives or explosive materials such as bombs, cocktails, chemicals, or anything of similar nature.
3. Fireworks except as and when authorized by a designated university official.
4. Knives, clubs, sticks or any item that is used with the intention to cause harm/injury or threat intention to cause harm/injury or threat.

8.5.2.7. Disobedience

1. Disobedience, interference, resistance, or failure to comply with the directive of an identified university official on duty.
2. Trespassing and other forms of unauthorized presence.

8.5.2.8. Deception

1. Furnishing false information to the university with the intent to deceive.
2. Forgery, alteration or misuse of university documents, records and identification cards.
3. Forgery or issuing a false cheque with intent to defraud.

8.5.2.9. Theft

1. Misappropriation or unauthorized use of university fund, supplies, equipment, labor, material, space or facilities.
2. Possession, storing or transportation of stolen university items.
3. Aiding or abetting theft of university property.

8.5.2.10. Safety

Tampering with elevators, security devices such a doors and locks, university equipment such as computers and electronics and/or other university safety/equipment.

8.5.2.11. Drugs or Controlled Substances

1. Manufacture.
2. Sale or delivery.
3. Unauthorized possession, carrying or use of drugs, etc.

8.5.2.12. Indecent Behavior

Disorderly actions or committing any lewd act including indecent or uncalled for remarks or demonstrate obscene conduct and indecency.

8.5.2.13. Tarnishing university image, behavior inside or outside the campus that damage image or disruption of its functioning in any way.

8.5.2.14. Writing in the wall of classrooms/labs, desks/tables etc. is strictly prohibited, and such act will be dealt with severe disciplinary action.

8.5.2.15. Other violations: violation of university policies and regulations beyond the code of conduct.

8.6. Disciplinary process

8.6.1. Any violations of the code of conduct, as stated in this document, is a cause for initiating necessary disciplinary action(s). The judicial system is subject to the authority of the Vice Chancellor of the university, although however, the Disciplinary Committee shall have the authority to approve disciplinary sanctions. The Academic Disciplinary/Proctorial committee shall consider the cases related to academic dishonesty/social or personal misconduct and make recommendations to the Vice Chancellor for necessary sanction(s).

8.6.2. The following offences may warrant immediate expulsion of the student on the recommendation of the Chairperson of the Disciplinary Committee without the need to call for a committee meeting:

8.6.2.1. Offence of following nature and category:

- a. Physical abuse (clause 8.5.2.1.a)
- b. Sexual harassment/abuse (clause 8.5.2.1.b)
- c. Any conduct, expression or language or language considered improper in interacting with faculty members, university official staff (clause 8.5.2.4)

- d. Arson (clause 8.5.2.5.1)
- e. Willful or malicious damage or destruction of property (clause 8.5.2.5.2/3)
- f. Forgery, alteration or misuse of university documents, records and Identification Cards (clause 8.5.2.8.2)
- g. Misappropriation or conversion of university funds, supplies, equipment labor, material, space or facilities (clause 8.5.2.9.1)
- h. Possession, storing or transport of stolen university property (clause 8.5.2.9.2)

8.6.2.2. Offence of the following nature and category:

- a. Adoption of unfair means/copying in the examination (clause 8.5.1.1)
- b. Plagiarism (clause 8.5.1.2)
- c. Willful falsification of educational data (clause 8.5.1.4)
- d. Knowingly furnishing false information on academic matters (clause 8.5.1.5)

8.7. Appeal & Hearing Procedure

8.7.1. A student who wishes to appeal, must submit a written request for such appeal within 5 days of notification of the sanction.

8.7.2 All other violation shall be the subject to hearing Proctorial Committee/enquiry committee by the Disciplinary Committee. In case of a violation of the code, rules and regulations, the matter shall be reported to the chairperson of the Disciplinary Committee

8.7.3. The Disciplinary Committee shall inform the student about the charge against him/her in writing sufficiently in advance of the hearing to afford a reasonable opportunity to prepare a defense.

8.7.4. The hearing shall be conducted in a manner that is professional and just and shall not be restricted unduly by rules of procedure or evidence.

Evidence not directly related to the matter at hand will not be

considered. The focus of inquiry in the disciplinary proceeding will be the innocence or guilt of the person(s) accused of violating the Code of Conduct.

8.7.5. The hearing will be private unless the accused student requests that it should be open to the members of the university community.

8.7.6. In the event that a student requests that the hearing be open, such request may be overruled by the Chairperson in agreement with the committee if an open hearing would have an adverse impact on any witness; would disclose personal, psychological or medical information of a sensitive nature; or would otherwise jeopardize the privacy or welfare of any witness or accused student.

8.7.7. On behalf of BUFT, the charges and evidences may be presented by the Chairperson or a person designated by the Chairperson.

8.7.8. The Chairperson and/or any other member of the Committee shall have the right to question witness (es) that are admitted to the hearing. The testimony of unknown or unidentified witnesses (es) will not be admissible.

8.7.9. Imposition of sanction shall not be based solely upon the failure of the person charged to explain justify the charges. In the event of the failure or refusal of the accused person to appear at the hearing, the evidence in support of the charges shall be presented and considered.

8.7.10. A written report of the original hearing will be comprise of the followings:

1. Notice of charges and other documents.
2. A summary of the evidence presented.
3. All the findings and,
4. Sanction(s) recommended. "(The report constitutes the official record of the hearing)"

8.8. Disciplinary Sanctions for Violations

8.8.1 The disciplinary sanctions for adoption of unfair means/ copying in the examinations (clause 8.5.1.1) are mentioned (clause 7.4.3)

8.8.1.1. In other cases (clause 8.5.1.2–8.5.1.5), the Department Chair shall refer the case to Academic Disciplinary Committee based on written complaint made by the faculty member.

8.8.1.2. In any case where the student does not accept the responsibility for the violation, and for social misconduct is also involved in addition to the incident(s) of academic dishonesty, the Department Chair shall refer the case to the Academic Disciplinary Committee based on a written complaint made by the faculty member.

8.8.1.3. In addition to the above sanctions, any one or more of the following sanction(s), mentioned under the clause 8.8 below can be imposed on the student following hearing by the Disciplinary Committee.

8.8.2. Violation of Regulations the range of official sanction that may be recommended by the Academic Disciplinary Committee for violation of regulations (both academic and non-academic) shall comprise of the following disciplinary sanctions:

8.8.3. Disciplinary Warning

1. Disciplinary warning is a notice to the student that his/her conduct was questionable and that future breaches of conduct will be treated more severely.
2. The warning may be issued orally or in writing but shall become a matter of record in the student's file.

8.8.4. Disciplinary Probation

- a. Disciplinary probation removes a student from a good disciplinary standing.
- b. The status of disciplinary probation is assigned for a specific period of time.

c. Though the student may be allowed to continue with courses at the university, disciplinary probation status may affect the qualification for some awards, prizes or student financial aid and/or impose some conditions or tasks to comply.

d. Violations of the conditions of probation will result in further sanctions based on follow-up proceedings of the Disciplinary Committee.

Disciplinary probation status and the conditions of the probation as set forth by the Academic Disciplinary Committee shall become a matter of record in the student's file.

8.8.5. Loss of Privilege

Loss of privilege is the withdrawal of a privilege, use of a service or participation in an activity for a specific period of time consistent with the offense committed and the rehabilitation of the student. Loss of privilege may be imposed separately or in addition to any other sanction(s).

8.8.6. Disciplinary suspension

Disciplinary suspension is an action that excludes the student from registration, class attendance, participation in the University events and activities and use of University facilities for specified period of time. In case the student is currently attending courses, s/he may be allowed to finish the semester in such case of continuity disciplinary suspension will start from the following semester for the stipulated period of time. If the student has voluntarily refrained from registering for the semester during which the Academic Disciplinary Committee hold its hearing, that semester will not be counted within the stipulated period of Disciplinary suspension. Disciplinary suspension becomes a matter of record in the student's file.

8.8.7. Disciplinary Expulsion

Disciplinary expulsion is the permanent withdrawal by the Vice Chancellor of the student's privilege of registration, class attendance, use of University facilities, and participation in the University activities and events. Disciplinary expulsion is recorded in the student's file.

8.8.8. Restitution to the University

Restitution requires a student to pay for damages to or misappropriation of university property or the property of members of or visitors to the university. Such restitution shall be charged to any student who alone, or through group activities, organizes or knowingly participates in the events causing such damages.

8.8.9. Temporary or Interim Suspension

Such a sanction requires that the student in fault leaves the university campus immediately. The sanction may be imposed upon a student by a Department Head (Academic) or the Chairperson of Disciplinary Committee, if there is a reasonable cause to believe that the student could be an immediate threat to the university. The officer enforcing the rule must notify the Academic Disciplinary Committee in writing by the next working day for subsequent action. Any summarily suspended student who returns to campus during the period of interim suspension shall be subject to disciplinary dismissal or disciplinary expulsion. Any student who is summarily suspended will be required to stay off the university premise until an official hearing is conducted by the Academic Disciplinary Committee/Proctorial Committee. The hearing normally shall be held within 5 (Five) working days of the notice of suspension.

8.9. Punishment

Authorities to take disciplinary action with their respective powers to the extent to which they can impose punishment on any student or group of students are:

Authorities for taking Disciplinary Action	Power	Appellate Authority
Disciplinary Committee	1. Warning. 2. Imposing Fine. 3. Suspension from university for any length of time and 4. Expulsion from university forever.	Academic Council

Authorities for taking Disciplinary Action	Power	Appellate Authority
Vice Chancellor	1. Warning. 2. Imposing fine. 3. Suspension up to 2(two) years from university. 4. Expulsion from university forever.	Disciplinary Committee
Head of the Department (On students of his/her Department)	1. Warning 2. Imposing fine up to Tk. 1000/=	Vice Chancellor

9. Library

BGMEA University of Fashion and Technology (BUFT) Library has started its journey since the inception of BGMEA Institute of Fashion and Technology (BIFT). The formal beginning of BUFT as an international standard university has taken place with the approval of University Grants Commission (UGC) in 2012.

BUFT library has joined UGC Digital Library (UDL) Consortium in 2017 and subscribes online journals and e-books through JSTOR and Wiley online library respectively. Besides, BUFT library facilitates the access for WGSN which is online and customized learning platform for fashion designing practices.

Library Management Software- Koha has been installed, implemented and customized for BUFT library automation in 2017. Library collections are organized according to the international standard of OPAC (Online Public Access Catalogue) <http://opac.buft.edu.bd>. Physical collections are available for user services using the software. Institutional repository (IR) has been implemented and customized using DSPACE <http://space.buft.edu.bd>. BUFT library website can be accessed through the following link www.library.buft.edu.bd. The features will include dynamic updates of library services and facilities, glimpse of new collections leading to OPAC, important links, research tools, user orientation, etc.

The collections of study materials and resources (both physical and online) have been growing steadily according to the

demand of study and research. The library is supporting learning, study and teaching with physical collection of 5500 books (approx.), 30 titles of journals, 2500 periodicals, different professional magazines, newspapers and AV collections.

Library Rules:

- Students and any member of the BUFT community shall be registered as member of the library for borrowing entitlement.
- Reading room hours during the session: Sunday – Saturday: 9 am–5 pm
- Mobile phone(s) should be switched off/silenced before entering the library.
- All library members are required to maintain silence in the library and cooperate with library administration.
- Students shall be entitled to borrow two books at a time for a period of 07 days.
- Photocopy services shall be provided on payment according to the Copyright Act of Bangladesh (10% reproduction of publication) and any other reproduction /electronic reproduction of any collection shall not be allowed without the approval of library authority.
- Before entering the library, personal belongings i.e., personal books, bags, sticks, umbrellas, parcels, attaches, portfolios, briefcases, newspapers, loose garments shall be deposited to the pigeon hole counter against a token.
- Valuable items are to be taken out before depositing bags and attaches, otherwise library staff will not be responsible for any loss.
- Class notes and exercise books may be allowed to be taken in the library subject to checking at the library entrance.
- Deposited personal belongings have to be collected on the same day from the pigeon hole after returning the respective token at least 15 minutes before the closure of the library.
- Lending services shall be closed about 15 minutes prior to daily closing.
- If any reader is found taking library materials without borrowing or mutilating or tampering the same, the following penalties shall be imposed:
- Membership will be suspended for one /more semesters

- The individual shall be required to compensate the loss or/and shall pay the maximum fine of Tk. 500 plus the price of item and/ or shall be debarred from all kinds of library facilities (borrowing and reading room facilities).
- Examination of one semester will be held up
- Results of the semester final examinations shall be withheld unless item(s) are returned and fines paid.
- Any member that fails to return borrowed items within due date shall pay delay fines @ Tk.10.00 per day for each item. Money receipt of deposited fines to nominated bank booth needs to be submitted to the library office.
- Smoking and use of any inflammable items are strictly prohibited in the library premises. Food and drinks are prohibited inside the library.
- Reference materials shall not be loaned out of the library.
- Borrower on suspension or cessation of membership shall return all library items along with membership card.
- Borrowers or readers are expected to check defects in any books issued to them and immediately call the attention of the library official on duty to any such defect. Borrowers shall be held responsible for any damage detected at the time of return and shall be required to compensate the loss.
- In case library material is mutilated, disfigured, or lost while on loan the borrower shall be held responsible and required to make good of the loss according to Library Policy and shall be debarred from further borrowing from the library.
- Nobody shall borrow library materials without membership/membership renewal and more than entitlement.
- Borrower has to be present in person to borrow materials.
- All books must be returned soon after examination, since the return dates in library database shall be placed accordingly. If books are not returned within 7 days from the date of borrowing, fine @ Tk. 10.00 per day/book shall be charged following the 8th day.
- Students must abide by the rules of library. Library privileges may be withdrawn from the members for violation of library discipline. Breaches of library rules and discipline other than covered in these rules shall be dealt with by the librarian.

- Loss of library card shall have to be reported immediately to library office. A duplicate card may be issued on payment of Tk. 100.00 to the nominated bank.
- No students' application for transcript, provisional certificate and final certificate will be approved without the clearance from library. The same practice shall be applied for convocation applicants. The department of examination will provide the respective application form for library clearance and process the same only after receiving the necessary clearance from library.

10. Dress Code

As a leading private university in the country BUFT strives to create educated youths ready to face the challenges of a highly competitive world. The university expects its faculty members, students and the staff to display a positive image of the university in their dress and attire at all times. All are expected to come to the university wearing clean decent dress that goes in conformity with its academic and cultural ethos. **All are also required to display their ID Cards issued by the university authority.** While a list of what one is expected to wear will be too exhaustive to be detailed. The university stipulates following dress items that are not permitted in the campus:

- a. Face mask or hood of any kind that makes the individual unidentifiable.
 - b. Shorts of any kind including three-quarter.
 - c. Mini or midi skirts.
 - d. Bathroom slippers (except for cleaning staff).
 - e. A dress item that contains offensive slogan, image or sign.
- This does not bar any Department/Institute to prescribe any dress or attire that is considered necessary in the execution of its academic program.

11. Facilities for the students

Beside formal academic activities BUFT students regularly participate in different extra-curricular activities; such as sports, cultural program and co-curricular activities. BUFT students organize regular fashion shows with their created dresses and act as model in the fashion shows, actively participate in the

BATEXPO, International Fashion Design competition and contribute to BATEXPO fashion shows by providing self-designed dress for the models. BUFT faculties and students are also contributing to BATEXPO fashion show management in every year. At present BUFT is having the following facilities for the students:

- Highly qualified Professors.
- Experienced faculty members with Ph.D. from renowned foreign universities.
- International education and research collaboration with 26 renowned foreign universities and organization.
- State of the Art Campus with modern laboratory facilities.
- Strong linkages with industry.
- Excellent facilities for extracurricular activities.
- International scholarship for BUFT students.
- 16 clubs and forums.
- 52 different types of labs.
- Free bus service for students.
- Language lab.
- Photography lab.
- Centrally air-conditioned class rooms, library, auditorium and multipurpose halls.
- Gym, tennis court, common rooms, swimming pool, playground.
- Prayer rooms, 200 car parking facilities and WiFi facilities with many more for the students.

To support Bangladesh apparel exporters of Bangladesh to sustain their business developments in changing global market, through offering better fashion products based on the latest trends, designs and products. CCTS is established to support BUFT mission to become a more proactive research led university.

11.1. BUFT Centre for Consultancy & Testing Service (CCTS):

Objectives:

- To stimulate research work in the university.
- To carry out a broad program of research on matters of consequence to the country.

- To provide a basis for a future graduate study program.
- To effectively use the extensive and valuable equipment and resource available in the university.
- To develop close relations between the university and the industry within and outside the country.
- To provide a platform for the faculties to undertake subject related C.R.T which will enhance their research. In order to achieve the objectives of C.R.T knowledge BUFT will undertake consulting, research testing etc. in the fields of expertise of the faculties by charging a reasonable professional fee.

11.2. BUFT Centre for CSR & Sustainability (BCCS):

Readymade garments sector is the driving force and lifeline for the economy of Bangladesh. To engage the thriving industry into addressing social and environmental factors, BUFT Centre for CSR & Sustainability (BCCS) has been formed. This Centre of Excellence offers executive training, research and consultancy services in the field of CSR, SRHR and sustainability to textile and RMG companies in Bangladesh and is a bridge with international brands. It is also intended to promote socio-economic development, environmental protection and innovative leadership in the RMG industry.

BUFT Centre for CSR and Sustainability (BCCS) has come into existence through a Netherlands-supported project NICHE-BGD/199 and ultimately through the visionary leadership of Mr. Muzaffar U. Siddique, the former Chairman, Board of Trustees, BUFT. Since the international demand for sustainable, circular and responsibly-produced garments is rising, the establishment of such a center is essential. BCCS plays a vital role in assisting buyers to find compliant suppliers which can provide transparency across the whole supply chain from fiber to RMG. The demand for new business models and new techniques creates an opportunity for BCCS to offer consultancy and master classes as well as research findings to its stakeholders across the globe.

Objectives:

- To enhance knowledge and application of Corporate Social Responsibility (CSR) and Innovative Leadership within the

Ready Made Garment (RMG) sector in Bangladesh.

- To promote socio-economic development, environmental protection, international compliance and equal participation of women in mid and top level positions in the sector.
- To enable professionals and RMG managers to apply CSR principles, to be innovative, to promote women empowerment and equal participation, and to make the RMG factories safe workplace.

11.3. Career Development Centre (CDC):

BUFT has established a 'Career Development Centre' for the benefit of students. We have written to each and every member of BGMEA to avail the facilities offered by our newly created center. It must help our graduates to find proper placement, the right kind of job.

BUFT Graduates enjoy bright career prospect. The objective of BUFT's Career Development Centre is to help the students build suitable career in the growing areas of RMG Sector. On average the employment rate for our graduates exceeds 98% within six months of graduation. BUFT has already inducted a number of students to different leading garments industries, buying and fashion houses. Moreover, BUFT tries its best to place the students to different organizations as soon as their results are published.

11.4. Qualified and Experienced Faculty Members:

BUFT believes in quality education. The pre-requisite of quality education is a group of highly qualified and experienced teachers. With this philosophy, every department of BUFT has been enriched with highly qualified and experienced teachers. BUFT has enough full time as well as adjunct teachers. BUFT invites guest faculties from different universities from home and abroad. Professors from the University of Dhaka, BUET, Jahangirnagar University and BUTEX visit the university frequently and conduct different classes as adjunct teachers. Faculty members are always helpful to the students and they are always ready to help or solve academic problems of any student.

11.5. State-of-the Art Green Permanent Campus:

BUFT set a milestone as it moved to its permanent green campus on 24th September 2017. The new campus has a total area of 500,000 square feet. The building is well-equipped with a modern library, an auditorium, two multipurpose halls, modern classrooms, 52 modern departmental labs, computer labs. English and Chinese language labs, a swimming pool and a students' lounge. The students' lounge is equipped with comfortable furniture and TV. First Aid treatment facilities are available for all students, faculties and employees. There is a sports and fitness center with Gym. It has table tennis and other game facilities. BUFT has a cafeteria, maintaining quality of food with affordable cost. It also maintains cleanliness and food hygiene.

BUFT has an exemplary security service with 200 CCTV cameras stationed within and across the university boards; free bus service is also there for the students. It also has 200 car parking facilities, ATM Booth, etc. BUFT has 23 clubs for co-curricular activities for the students.

Convenient Environment :

For the sound academic and psychological growth of the students a proper educational environment is essential. BUFT is committed to provide proper educational environment. That is why this university has declared its campus free of student politics and smoking. Student politics is strictly prohibited here. Certainly this creates a congenial atmosphere for students to seek and acquire knowledge in different programs.

Well-furnished & Air-Conditioned Classrooms:

BUFT has been providing students with well-furnished & air-conditioned class rooms for a better environment in the classrooms. All class rooms are spacious enough for students to conduct classes comfortably and smoothly. Certainly the environment in the class rooms will be influencing and encouraging students to acquire knowledge, which will lead them to be better professionals.

Internet and personalized web-based E-mail Account for the Students.

BUFT students are facilitated with internet services in the online lab. The online lab is equipped with all modern facilities like broadband internet service, highly configured pc with networking system. Besides, the whole campus is under a WIFI network to facilitate intra communication inside the university.

Specialized Workshops and Seminars

Different specialized workshops and seminars are frequently arranged for the students of different programs to increase their efficiency and competence. Experts from national and international universities, institutions and multinational organizations conduct these workshops and seminars.

Visit to Different Manufacturing Plants & Organizations

Visits to industrial sites and organizations are also arranged for our students so that they can gather practical knowledge about different facts of national and multinational organizations and industries. This will certainly help them in the job markets to get a better job.

11.6. BUFT Alumni Association:

If you are a former BUFT student, BUFT is eager to hear from you about your practical experiences. BUFT Alumni Association has already been formed. The association arranges special get together to exchange views with the former students thus benefiting our current students of BUFT. It provides opportunity to renew acquaintances of current student with old friends, some of whom have attained prominent positions in business and industry. BUFT graduates are working in reputed organizations across Bangladesh and all over the world.

11.7. Cultural and Recreational Programs :

Along with academic activities, different cultural, extra-curricular activities, visit and recreational programs are arranged for students. These include different cultural programs, picnic, study tour, debate, indoor and outdoor games etc.

12. Clubs:

- BUFT Apparel Club (BAC)
- BUFT Business Club (BBC)
- BUFT Career Development Club (BCDC)
- BUFT Chinese Language Club (BCLC)
- BUFT Computer Club (BUFTCC)
- BUFT Cultural Club (BCC)
- BUFT Debating & Public Speaking Club (BDPSC)
- BUFT English Language Club (BELC)
- BUFT Fashion Club (BFC)
- BUFT Film, Photography & Media Club (BFPMC)
- BUFT Games & Sports Club (BGSC)
- BUFT Heritage Club (BHC)
- BUFT Industrial Engineering Club (BIEC)
- BUFT Knitwear Club (BKC)
- BUFT Leo Club (BLC)
- BUFT Literature & Review Club (BLRC)
- BUFT Merchandising Club (BMC)
- BUFT Model United Nations Association (BUFTMUNA)
- BUFT Rover Scout Group (BRSG)
- BUFT Science & Environment Club (BSEC)
- BUFT Social Welfare Club (BSWC)
- BUFT TEM & Innovation Club (BTMIC)
- BUFT Textile Club (BTC)

13. Competitions & Awards

Beside formal academic activities BUFT students participate in different extracurricular activities, such as sports, games, picnic, study tour and cultural programs. BUFT students organize regular fashion shows with their created dresses and act as models in the fashion show. BUFT students actively participate in the BATEXPO and contribute for BATEXPO fashion shows by providing self-designed dress for the models. BUFT students participate in national and international level fashion show and competitions. Some of the competitions in which BUFT students have participated in the past are Society of Dyers and colorists (SDS) international Design Competition, IFTI, Yellow, BEXIMCO, TESCO, Graphic Design and Mood Board Competitions. BUFT

students have been awarded with 1st and 2nd place in these competitions.

14. Research and Development Activities

Wherever it starts either in a lab or in the campus of BUFT, research always finds the same destination: the real world. Our faculty members and students engage with real problems, and they find real solutions. Typical examples of research fields include process and product development in yarn manufacturing engineering, innovative novel textile structures including three-dimensional fabrics and multi-directional fabrics, process development in weaving and knitting, process development in wet processing engineering. Environment pollution prevention and water resource management, researches in made-to-measure, ready-to-wear, industrial production engineering, time and method study in apparel production, CAD in the field of Textile, Apparel and Fashion. BUFT research teams also conduct researches on various fields of business and management.

14.1. Research Projects

BUFT adopts innovative approaches for both applied and strategic research. At the moment, BUFT is engaged as a partner of a four- year funded NICHE Project that aims to enhance the knowledge and application of Corporate Social Responsibility (CSR) and Innovative Leadership within the Ready Made Garment (RMG) sector in Bangladesh.

As retailers are increasingly under pressure to ensure ethical and environmental standards run all the way throughout the supply chain, there is a need for research projects to explore best practices and ways to improve the competitiveness of the Bangladesh manufacturing sector through adding value in this area.

14.1.1. German-Bangladesh HEST-BUFT UCBGMEA

BGMEA University of Fashion & Technology (BUFT) and University of Technology Chemnitz (TUC) are jointly conducting a cooperation project on Sustainability in Textile and RMG

processing in Bangladesh with the help of experts from German Bangladesh Higher Education Network for Sustainable Textiles (HEST), GIZ and financial help from DAAD.

The project aims to develop an international standard syllabus for BSc in Knitwear Engineering program offered by the Department of Knitwear Engineering at BUFT, syllabus for MSc in Textile Engineering (major in knitting) offered by the Department of Textile Engineering. The project also aims at creating a knowledge and network between TUC and BUFT in sustainability in the textile supply chain and shared expertise in knitwear production.

14.1.2. NUFFIC– NICHE Project:

The Netherlands Initiative for Capacity Development in Higher Education (NICHE) Project/BGD-199 works on responsibility, SRHR and innovative leadership in the readymade garment sector (RMG) in Bangladesh.

The vision of the project is to create more corporate social responsibility (CSR) in terms of socio-economic development and environmental protection in the RMG sector to achieve international compliance. This project has been developed by Bangladesh Garment Manufacturers and Exporters Association (BGMEA) and BGMEA University of Fashion & Technology (BUFT). EP-Nuffic has awarded this tender to MDF Training and Consultancy, which has formed a consortium with BMB Mott MacDonald, Nyenrode Business University, MVO Netherlands and CSR Bangladesh. As an umbrella organization of garment factory owners, BGMEA and BUFT both feel that they have an important role in monitoring compliance and advocating for high industrial standards. Through this project, BUFT would like to bring the business and academic community together, to enhance the knowledge and application of corporate social responsibility (CSR) and innovative leadership within the Readymade Garment (RMG) sector in order to promote:

- Socio-economic development;
- Environmental protection;
- International compliance and

- Readymade and Equal participation of women in mid and top-level positions.

14.1.3. DelPHE Project

Through Development Partnerships in Higher Education (DelPHE) we supported the Department for International Development (DFID) to use higher education institutions to support developing countries meet Millennium Development Goals (MDGs).

DelPHE helped to increase the capacity of higher education institutions in developing countries to contribute to sustainable development and also, to work horizontally with other academic institutions and vertically with policy makers. We supported partnerships between institutions in different countries to enable them to undertake joint research, develop improved teaching programs and share relevant ideas and expertise.

Sustainability was built into each partnership by:

- The development of quality assurance systems,
- The advancement of research expertise,
- The provision of 'seed corn' funding and outreach strategies that attracted other funds if partnerships were successful,
- Effective communication strategies between partners, and
- Local ownership of partnerships.

14.1.4. SMART Project

SMART refers to criteria for setting goals and objectives, namely that these goals are: Specific, Measurable, Attainable, Relevant, and Time- bound. The idea is that every project goal must adhere to the SMART criteria to be effective.

The objectives of the work package are:

1. To identify the factors and mechanisms in the regulatory frameworks influencing international life-cycle of products in the readymade garment (RMG) sector.
2. To evaluate the Sustainability Life Cycle Assessment Tool developed in WP-4 in the Readymade Garment sector.

14.1.5. Step Up+ Project

The development objective of the project is to strengthen the framework conditions for sustainable development or the RMG

industry in Bangladesh (sustainable development of the private sector) in ways that contribute to achieving the global goals for sustainable development (focusing on goal number 8 and 17).

The immediate objectives of the Step Up + project are:

1. Raising awareness about the lucrative business case for responsible business conduct in wider sector stakeholder circles (enhancing understanding at sector level to motivate dialogue on frame work conditions for responsible business conduct).
2. Strengthening faculty capacity and providing curriculum development supported to advance the integration of knowledge regarding 'Responsible Business Conduct at university level targeting the garment sector. Project partners: BGMEA University of Fashion and Technology (BUFT) and DM&T (lead), DE, DAF in collaboration with Elizabeth Boye.

14.1.6. BUYING 2

Buying 2 is an international collaborative project between Saxion University of Applied Science, the Netherlands and BGMEA University of Fashion & Technology (BUFT). This project is designed to set-up a buying plan and will work on starting a new retail organization named XO and hence to build a pilot store with 22 outlets throughout Europe. Under this project, the final year students of Saxion University will make the plan as Buyer and BUFT students will act as the Agent/Manufacturer to accomplish the order. BUFT has accomplished this project successfully for two sessions for the year of 2016 and 2017.

In addition to the above

- BUFT in collaboration with Donghua University and Wuhan Textile University jointly conduct researches on polymer reinforced textile fiber reinforced composite materials and medical textiles.
- BUFT with Saxion University, jointly conduct researches on different aspects of textile engineering and management.
- BUFT is also working with Manchester Metropolitan University (MMU), UK for research work on life cycle analysis of Denim Fabric.

15. Education & Research Collaboration:

It is clear that researchers and specialists outside the domain of BUFT can often be extremely valuable in our scientific efforts and researches, more so than any machines BUFT has in its laboratories. Working within a team of scientists from different countries around the globe can often pose many hurdles, but it is also very rewarding. BUFT is utterly committed to provide the rewards of collaborations providing with foreign universities to its students.

Recognizing the benefits from the establishment of institutional link, BUFT has signed Memorandum of Understanding (MoU) with several universities around the globe for specific purposes.

Purpose of Collaborations:

The purpose of this sort of agreements is to develop academic and educational cooperation, establish a collaborative program in research and conferences between the BUFT and other universities and to cooperate in their mutual interest for a range of higher educational activities.

Areas of Cooperation:

Subject to the availability of funds and resources of BUFT and other universities, agreements have been made to develop the following collaborative activities:

- Exchange of information for curriculum development.
- Support in setting up a state-of-the-art laboratory for composite materials.
- Fashion design exhibitions.
- Exchange of researchers and teachers and providing opportunities for professors and researchers to give lectures.
- Exchange program facility, short study visit programs and internship programs.
- Scholarships and tuition fee waiver.
- DHU – other university Fellowship.
- Exchange of information, teaching materials, technological and scientific publications.
- Other academic activities agreed between the two universities as and when necessary.

15.1. List of Collaborations

Active Collaboration with Foreign Universities & Institutions

1. National Institute of Fashion Technology (NIFT), India
2. Wuhan Textile University (WTU), China
3. Hochschule Niederrhein University of Applied Sciences, Germany
4. Saxion University of Applied Sciences, The kingdom of Netherlands
5. Zhejiang Sci-Tech University, China
6. Chengdu Textile College (CTC), China.
7. D.K.T.E, Society,s Textile & Engineering Institute, India.
8. Otago Poly Technic Institute, New Zealand.
9. Binary University, Malaysia.
10. Tiangong University, China.
11. Donghua University, China.
12. Kumaraguru College of Technology, India.
13. Ramaiah University of Applied Science (RUAS)
14. Hubei University, China.
15. University of Borås, Sweden
16. Namuna Collage of Fashion Technology (NCFT), Nepal
17. Hohenstein Institute Bangladesh.
18. Manchester Metropolitan University, UK
19. Chemnitz University of Technology, Germany
20. Ghent University, Belgium
21. Coppin State University, USA

Active Collaboration with local and International Partners

1. Lectra Singapore Pvt. Ltd. By Amara Bangladesh
2. RH Corporation.
3. Export Processing Bureau (EPB).
4. BICM.
5. Ixora Apparel.
6. DBL Group.
7. Entrust Group.
8. Text town Group.
9. Evince Group
10. Blucheez Outfitters.
11. Shin Shin Group
12. Epyllion Group

13. A & E
14. MU Bigdata Technology.
15. Garments Tech BD.
16. Style 3D

Remarks: The purpose of this agreement is to be develop academic and Industrial Cooperation, establish a collaboration program in research and conferences, Workshop/ seminars, Internship, Job, Industry visit, etc between the two organizations and to cooperate in their mutual interest for a talent development, access to resources, Networking opportunities.

Under Process Collaboration with Universities & Institutions

1. Atilim University, Turkey,
2. China Three Gorges University, China.
3. Marangoni Fashion Institute, Italy,
4. Bahirdar University, Ethiopia.
5. Aalto University, Finland.
6. University of Design & Technology (UDIT), Madrid, Spain.
7. FPT University, Vietnam,
8. Yeungnam University, South Korea.
9. Toronto Metropolitan University, Canada.
10. Copenhagen School of Fashion and Design (KEA).

Under Process Collaboration Academic/Research Organizations

1. DCCI: The Purpose of this collaboration for Faculty training and students exchange, internship and project, joint research project and collaboration, short-term certificate course, workshop and training, joint research conference and publications.
2. BCSIR: The purpose of this collaboration for Joint Offering of Certificate and Diploma Programs, Joint Financial Research Seminars, Joint Research and publications projects in the area of Capital Market.

Under Progress Collaboration with Industry Partners

- | | | |
|---------------------|---------------------------|----------------------------|
| 1. Team Group | 16. Noman Group | 31. Masco Group |
| 2. Tusaka Group | 17. Liddle Group | 32. Viyellatex Group |
| 3. ABA Group | 18. Urmi Group | 33. Renaissance Group |
| 4. BEXIMCO | 19. Mondol Group | 34. Shasha Denim |
| 5. Walton Group | 20. Kaizer Knitwear Ltd. | 35. A K H Group |
| 6. Rupa Group | 21. Northern Tosrifa | 36. New Asia |
| 7. Giant Group | 22. Sheltech Group | 37. Epic Group |
| 8. Onus Group | 23. Snowtex Group | 38. KDS Textile Mills Ltd. |
| 9. Dragon Group | 24. Sterling Group | 39. Mithela Group |
| 10. NZ Group | 25. Fakir Apparels Ltd. | 40. Hameem Group |
| 11. Comfit Group | 26. Liddle Group | 41. Micro Fibre Gp |
| 12. Eco-Tex Limited | 27. Babylon Group | 42. Eco-Knit Limited |
| 13. Square Group | 28. Sonia & Sweaters Ltd. | 43. East West |
| 14. Unicom Group | 29. Aman Knittings Ltd. | 44. Unicom Group |
| 15. Paramount Group | 30. Achroma Group | |

Purpose: The purpose of this MoU is to enable cooperation between two parties, to strengthen the relationship between the organizations by developing collaboration in the field of education, training, Internship, Job placement, research and to foster the development students and employees and research collaboration in the field of education, research and other areas of mutual interest.

16. Memberships:

1. Corporate Member of Textile Institute, UK
2. Permanent Member of IFFTl
3. Corporate Member of Association of Commonwealth Universities
4. Member of SDC
5. Founder Member B&R initiative Higher Education
6. Founder Member B&R World Textile University Alliance.
7. Member of Alliance for Textile Industry
8. Membership of AMDISA

16.1. Partner Agencies

1. European Union (EU)
2. UNIDO
3. GIZ

Apart from above, many other agencies have come forward to have partnership with BUFT for its further growth and development.

17. BUFT Statutory Committees:

1. Syndicate
2. Academic Council
3. Finance Committee
4. Selection Committee for Teachers
5. Selection Committee for Officers & Staff
6. Disciplinary Committee
7. Departmental Curriculum Committees

18. Academic and Extra-Curricular Committees:

- a. Planning & Development Committee.
- b. Courses & Curriculum Committee.
- c. Institutional Quality Assurance Cell (IQAC)
- d. Publications Committee
- e. Cultural Committee
- f. Sports & Games Committee.
- g. Debate Committee
- h. Anti-Terrorism Monitoring Cell
- i. Complaint Committee for Sexual Harassment/Abuse
- j. Proctorial Committee
- k. Library Management Committee
- l. Student Welfare Committee
- m. Purchase Committee
- n. Committee for Alumni Association
- o. Academic Coordination Committee
- p. Administrative Coordination Committee



More Details



Nishatnagar, Turag, Dhaka



admission.buft.edu.bd





BGMEA University of Fashion & Technology

Excellence Through Education



ECO Friendly
Permanent Campus



**PROFESSIONAL
ACCREDITATION**



**On Campus
Job Facilities**



**INTERNATIONAL
COLLABORATION**

Facilities

- Free Transport
- Playground
- Female Hostel
- Gymnasium
- Swimming Pool
- Study Abroad Opportunities
- Internship & Job Placement
- State of the Art Classrooms & Labs
- Magnificent Permanent Campus
- Merit-Based Fee Waivers

Undergraduate Programs

- Apparel Merchandising & Management
- Apparel Manufacturing & Technology
- BBA
- CSE
- English
- Environmental Science
- Fashion Design & Technology
- Fashion Studies
- Industrial Engineering
- Knitwear Engineering
- Textile Engineering
- Textile Engineering and Management

Graduate Programs

- MBA in Apparel Merchandising
- MA in English
- M.Sc. in Fashion Design
- M.Sc. in Textile Engineering

Diploma & Certificate Courses

- PGD in Apparel Merchandising
- Knitwear Merchandising
- Woven Garments Merchandising
- Apparel Patternmaking and CAD Applications
- Supply Chain Management
- Garments Business Management
- Graphics Design



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Nishatnagar, Turag, Dhaka



More Details