



UNIVERSITY OF ASIA PACIFIC

ইউনিভার্সিটি অব এশিয়া প্যাসিফিক

House # 74/A, Green Road, Dhaka – 1205

Phone: +880-2-58157091-4, 58157096 Fax: (880-2) 966-4950; E-mail: uapadmin@uap-bd.edu

UAP

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NOTICE

This is for information of all concerned that certificate awarding ceremony of students placed in the **Vice Chancellor's Honor List** of Spring 2022 will be held at **03:00 PM on 12 April 2023** at "UAP Auditorium", located at UAP City Campus, 74/A, Green Road, Dhaka-1205.

DAO's are instructed to inform all full-time faculty members and the concerned students to be present in the event. **Only the concerned awardee students will be allowed to the ceremony.** No other students will be allowed and DAOs are requested to ensure it by being present at the event.

The Office of the Controller of Examination is requested to take necessary steps to print the certificates and make them ready for distribution at the program. Deputy Controller of Examinations is requested to coordinate with DAOs for the final list of students.


29/3/23

Prof. Shahriyar Anam

Registrar-in-charge

Distribution: (Not according to the seniority)

A. Controller of Examinations

Deans of Schools

Heads, Departments of Arch., BA, BS&H, CE, CSE, EEE, English, L&HR & Pharmacy

Director, DSW

Acting Director, F & A

Deputy Controller of Examinations

Assistant Director, DSW – to ensure the presence of anchors and a student for recitation from the holy Quran

IT Section – for ensuring multimedia facilities

University Engineering Office – to ensure electro-mechanical and cleaning facilities

DAOs, Departments of Arch., BA, BS&H, CE, CSE, EEE, English, L&HR & Pharmacy – to stay available at the event and ensure presence of the concerned awardee students. Students should be properly dressed.

Office Assistant (Logistics) – for necessary action

Reception Desk

Security Supervisor – to ensure all security measures

Information:

B. Treasurer-in-charge

Office of the VC - for kind information of the Vice Chancellor and the Pro-Vice Chancellor