

Leading University
Ragibnagar, Sylhet
 Office of the Controller of Examinations
Application for Makeup Examinations

Student ID:		Student Name	
Semester-Year:		Department:	
Course Code:		Course Title:	
Date of Exam. Scheduled:		Course Teacher:	
Contact No of Student:		Examination:	Mid Term Semester Final

1. Signature of Student with Date

Date

2. Clearance of Office of the Controller of Exams

Date:

3. Signature of Course Teacher:

Date and Time of make-up Examination

(Course Teacher will fill this)

4. Signature of Head of the Department

Date

5. Clearance of Finance and Accounts

Date

BKash Transaction ID

Fees of Make-up Examination:

i) Mid-Term Exam: 1000.00 Tk. ii) Final Exam: 1500.00 Tk.

N.B. Student will not allowed to sit for Mid Term and Semester Final

Make-up Examination for the same course.

Leading University
 Admit Card For Make-up Examination

Student ID:		Date and Time of Exam:	
Student Name:		Course Teacher:	
Course Code:		Course Title:	

Semester-Year:

Examination: Mid Term Semester Final

Signature of Controller of Examinations