

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
Office of the Principal,

Dacca Govt. Commercial Institute

Saatmasjid Road, Dacca-7.

Admission Notice

The Dacca Govt. Commercial Institute invites applications for admission to 1st year, 1st part of 2 (two)-year Diploma-in-Commerce Course for the academic year 1981-82.

Students, both male and female, in the following groups shall be admitted in number as shown against each group.

1. English Secretarial Science group _____ 50 students.
2. Bangla Secretarial Science group _____ 50 students.
3. Accounting group _____ 50 students.

No admission test shall be held for selecting students for admission. Students shall be admitted according to merit as evidenced by the marks secured in S.S.C. or H.S.C. exams only. Students who have secured 45% marks (other than grace Marks) in S.S.C. or H.S.C. exams may subject to the following conditions, apply for admission.

TERMS AND CONDITIONS.

- a) Students interested to be admitted into the Accounting Dept. must have secured 40% marks in Accounting or Mathematics.
- b) Students interested to get admitted to the English and Bangla Secretarial Science groups must have secured 40% marks on the average in Bangla and English together.

For irregular students, 5% marks shall be deducted for each year of irregularity.

It may be mentioned here that, since the Board final exam of the present 2nd year students in Diploma-in-Commerce has not yet been held and since there is no certainty as to when this exam shall be held, the starting date for the commencement of classes of students admitted in 1981-82 session cannot be announced at present. However, classes shall commence immediately after the Board Final exams of the current 2nd year class are held.

Subject to the aforementioned conditions, eligible and interested candidates may apply on the prescribed printed forms to be obtained for Tk. 2/- (two) only from the office of the undersigned. Applications shall be received at the office of undersigned everyday (except holidays) between 9 A.M. and 1 P.M. (Fridays : 9 A.M.—11 A.M.) The last date for receiving applications is 25 September 1981.

The following papers (documents) must be submitted along with the application, which must also state the Department in which the candidate is interested to be admitted.

PAPERS/DOCUMENTS:

- (1). Attested copies of original certificates of S.S.C. or an equivalent examination, and of both S.S.C. and H.S.C. exams in case of those who have passed H.S.C. or of testimonial from the head of the educational institution from where passed.
- (2.) Attested copy of Character Certificate to be obtained from the head of the educational institution where the candidate studied last.
- (3.) Photostat copies of marksheets of S.S.C. or H.S.C. exams (the original copies of marksheets must be shown at the time of submitting the application).
- (4.) 2 (two) copies attested recent passport-sized photograph.
- (5.) Tk. 10/- (ten) worth of Postal Order Payable to the principal.

The original copies of all the above-mentioned documents must be shown at the time of admission. Incomplete applications or applications received after the prescribed time shall not be taken into consideration under any circumstances.

Results including group-wise list of selected candidates shall be put up on the Notice Board of this Institute on Saturday 03 October 1981.

At the time of admission, the selected candidates must submit a certificate to the effect that they are medically fit to be obtained from the medical Officer of this Institute.

MONEY TO BE DEPOSITED AT THE TIME OF ADMISSION:

1. Admission fee	5.00
2. Fees for one part (six Months)	30.00
3. Caution Money (Refundable)	50.00
4. Student's Union fee for one part	25.00
5. Examination fee for one part	25.00
6. Registration fee	15.00
7. Identity card.	4.00
154.00	

At present there is no residential facility at this Institute. The office of the undersigned may be contracted for further details.

Sd/-

Principal

Dacca Govt. Commercial Institute.
Dacca.