



ADDING & DROPPING **FOR GRADUATE PROG.**

[NO SECTION CHANGING]

FALL' 2019-20

Sept. 19 & Sept. 22, 2019.

1. All ADD/DROP procedure can be completed online.
2. Login into the VUES account → Click ADD/DROP button → Select the courses to ADD/DROP → Click CONFIRM button.
3. Full Course Fee should be paid for the Added Courses within 24 hours.
4. 10% Penalty will be charged for dropped course.
5. Minimum load should be maintained even after dropping (as per following table):

Program	Minimum Number of credits	
	<i>Regular Load</i>	<i>Load for Discount/Scholarship</i>
Graduate	9	12
EMBA	3 Courses	4 Courses

6. Time: **7:00 pm – 9:00 pm.**
7. Adding / Dropping is not allowed for **PROBATION STUDENTS.**
8. For difficulties:
Concerned Department Head Room.

MD. KHURSHED ALAM
ADDITIONAL REGISTRAR
AIUB