Dhaka Commerce College

Ref. No: DCC-

Date: 02/01/2024

Notice

First Year (Session 2022-23) 1st Semester 1st Mid Term Examination 2024 of BBA (Honours) Professional Program will commence from 10/01/2024. The Students have to collect their Admit Card from the Department of Business Administration (DBA) within 08/01/2024. Each Subject has total Marks of 40 and duration of 2 (two) hours.
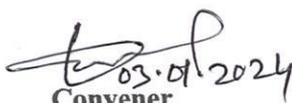
Instructions to be followed by the students in the Exam Hall:

1. No Student will be allowed without Admit Card and ID Card.
2. If any illegal activities observed he/she will be expelled.
3. Any papers, books, bag, mobile etc. irrelevant to the exam will not be allowed.
4. Must be present at least 15 minutes before the exam starts.
5. Sharing of pen, pencil, scale, eraser, calculator etc. are not allowed.
6. Must write 16 to 18 lines in each page and there should be 5 to 6 words in each line.
7. Should stay in the exam hall for the total exam time.
8. Participants must wear the college uniform.
9. If anybody fails to show admit card in the exam hall then he/she has to deposit Tk.100/- (one hundred) at the Accounts Section and collect a Duplicate Admit Card from the Exam Controlling Section.

Examination Schedule and Time

Date & Day	Subject and Code	Time
10/01/2024 (Wednesday)	Code 510101: Introduction to Business	2:00 PM -4:00PM
11/01/2024 (Thursday)	Code 510103: Business Communication and Report Writing	2:00 PM -4:00PM
14/01/2024 (Sunday)	Code 211501: History of the Emergence of Independent Bangladesh (In Bangla)	2:00 PM -4:00PM
15/01/2024 (Monday)	Code 510105: Basic Accounting	2:00 PM -4:00PM
16/01/2024 (Tuesday)	Code 510107: Business Mathematics	2:00 PM -4:00PM

Deputy Controller of Examinations

Convener of Examinations 03.01.2024

Vice-Principal 06/01/2028

Principal

Distribution

SL		Sign	SL		Sign
1	Office of the Principal		16	Chairman, Department of Mathematics	
2	Office of the Vice- Principal		17	Home Science	
3	Chairman, Department of Bangla		18	Student Advisor	
4	Chairman, Department of English		19	Convener, Examination Committee	
5	Chairman, Department of Management		20	Class Room of BBA Program (1st Sem.)	
6	Chairman, Department of Accounting		21	All Notice Board	
7	Chairman, Dpartment of Marketing		22	Central Libary	
8	Chairman, Department of Finance and Banking		23	Office	
9	Chairman, Department of Economics		24	Accounts Section	
10	Chairman, Department of Statistics		25	Engineering Section	
11	Director, Department of Business Administration		26	Medical Section	
12	Chairman, Department of CSE		27	Security Section	
13	Chairman, Department of Physics		28	Automation Section	
14	Chairman, Department of Chamistry		29	Secretary, DCCKS	
15	Chairman, Department of Biology		30	Office, Examinations Controlling Section	