



BANGLADESH UNIVERSITY OF BUSINESS & TECHNOLOGY (BUBT)

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Ref :

Date : 21/08/2026

IMPORTANT NOTICE ABOUT REARRANGEMENT OF EXAM CONTROL ROOMS

This is to inform all faculty members and others concerned that the following rooms will be used as Exam Control Room(s) for the upcoming Final Examination Summer, 2026:

Building	Previous Control Room	Newly Assigned Control Room
Building 1, 2 and 3	5302, Building 5	2619, Building 2
Building 4	5302, Building 5	5302, Building 5

For Building 1, 2 (Martyr Sujan Mahmud) and 3 (Martyr Tahmid Abdullah):

A temporary Examination Control Room for all examinations of Day and Evening programs conducted in Buildings 1, 2, and 3 has been set up in **Room No. 2619, Building 2 (Martyr Sujan Mahmud Building)**, instead of **Room No. 5302, Building 5** (the newly shifted Office of the Controller of Examinations).

All invigilators who are assigned in buildings 1, 2, and 3, (including the invigilators who are assigned to **Room No. 5302**) of the Day and Evening programs, are requested to attend on time to **Room No. 2619, Martyr Sujan Mahmud Building**, to collect the exam materials instead of Room No. 5302, building 5.

For Building 4:

The Exam Control Room for all examinations of **Building 4 (BBA and MBA Programs)** will continue to operate from **Room No. 5302, Building 5**, the newly shifted Office of the Controller of Examinations.

All invigilators who are assigned in buildings 4 are requested to attend on time to **Room No. 5302, Building 5** to collect the exam materials.

N.B. Students will contact the Office of the Controller of Examinations, Room No. 5301, Building 5, for any issue.

(Md. Emarul Haq Joarder)

Controller of Examinations

Distribution:

1. P.S. to the Vice Chancellor
2. P.A. to the Adviser
3. Registrar
4. All Deans
5. Director, MBA/EMBA Program
6. Proctor
7. All Chairmen
8. All Faculty Member
9. Head of IT (CITO), IT Unit
10. Website upload.
11. Office file.