

Bachelor of Business Administration

BBA

Brochure

College Code : 6577 ■ EIIN : 135357



International Education College-IEC

(University Level Educational Institute Affiliated with National University)



WELCOME

from the principal

Welcome to International Education College (IEC). We know education is a life long process. IEC is promoted with a view to offering high quality professional education in the area of business and teacher's training. I strongly believe that the personalities behind the IEC is keeping and maintain the commitment to develop the college as a training institute regarding international business and teacher's training program. The renowned educational personalities from different disciplines-are attached to the governing body. Moreover, there is an advisory council to advice the authority for smooth running of the college.

The mission of IEC is to provide the most articulated education to the promising young men and women enabling them to take up the overwhelming and newer challenges of the 21st century. The college directed by Razzak Rabeya foundation is a non-profitable, non-government and non-political organization. IEC was founded in 2006 and received approval in National University on 26 November 2007 with two courses including 4 Years BBA & 1 Year B.Ed. Program. BBA is a 4 Years Hons consisting of total 120 credits & 40 subjects Carrying 4000 marks. The college authority conducts 30% (1200 marks) and National University conducts 70% (2800 marks) of the totalmarks in the final examination.

We have libraries, laboratories, auditoriums, multimedia rooms and other modern facilities for curricular and co-curricular activities such as debate, drama, recitation, music, dance, extempore speech, general knowledge competition etc. Extra-curricular programs are arranged in due time as scheduled earlier. Training courses, workshops, seminars, symposium etc. are also arranged on regular intervals to facilitate interactive teaching method.

Dear parents and guardians! I sincerely hope you and your children would be delighted to be a member of our college family. I also think IEC's faculty members and students have already attained grand success in achieving the excellent academic standard. We spire that IEC would be the top most BBA Institute in Dhaka City.

May the Almighty Allah fulfill our noble desire.

Thank you all.

(Dr. Md. Nazrul Islam Khan)

Ph.D. (DU); B.A (Hons); MA (1st Class 1st); DU

Founder Principal, IEC

Chairman, RR Foundation

Former Assistant Professor & Head

Victoria University of Bangladesh.

International Education College

IEC



International Education College

Introduction to IEC

International Education College (IEC) affiliated with National University which directed by RR foundation (Govt. Reg. No. S-10430). IEC has been established by private initiative to provide high-quality professional education in Bangladesh. The specialty of its nature made it a very distinct kind of University level institute in the non-government sector. Some renowned educationists conceived the idea of starting an institute for quality education in the field of Bachelor of Business Administration (BBA). From the beginning the academicians, researcher and non-government organizations have been making significant contribution to the betterment of its position.

The Vision

The Vision of IEC is to improve lives of the people of Bangladesh by offering opportunities and obtaining knowledge and skills essential for living in this era new millennium. Its vision is brief could be stated as think globally and locally. The college authority firmly aims at disseminating holistic and modern education.

The Mission

The mission of IEC is to make successful contribution to national development through its teaching, training program and research activities. It aims at imparting an education that is responsive to society's need.

The Goal

The goal of IEC is to ensure quality education and morality development which will equip the students with skill & knowledge necessary for leading the Nation. IEC will strive to ensure a high scholar academic standard carefully selecting highly qualified faculty utilizing modern and effective instructional method and aids. There are many scholars faculty members who proven their teaching & research excellence with varied experiences.

Location

The Present Campus is housed in a six storied building located at Dhanmondi, Dhaka-1205, which is the center point of Dhaka City. It is very close to commercial area of New Market.



Academic Program of IEC

Bachelor of Business Administration (BBA) is a 4-years professional undergraduate program in this institution conforming to the new syllabus and curriculum of National University. The primary objectives of this program is to develop knowledge and skill of the students so that they can undertake the responsibility of young executives. The focus of the BBA program is on complete grooming of students by providing a balanced study in the field of business and general education at the under graduate level.

Admission Procedure

Prescribed Admission form should be collected from the college office by paying Tk. 500/= (five hundred) as application fee to the National University. To get an application form by mail one may write to the office of the principal along with a Bank Draft/pay order of Tk. 500/= in favor of IEC with cash self-addressed envelope bearing postage stamp of Tk. 20.

Admission Requirement

- ◆ Students having HSC/Alim/Diploma in Commerce/Business & Business Admin/equivalent degree with minimum 'C' grade or GPA 2.50 in both SSC and HSC examinations.
- ◆ Students passing 'A' Level examination may also apply for admission provided they have minimum 'B' grades in 3 subjects and 'C' grades in 5 subjects of 'O' level.
- ◆ Students should have GPA 3.00 in Economics / Mathematics /Accounting in HSC.
- ◆ Student's age should be maximum 22.

Necessary Papers

The completed application form must be submitted to the admission office with the following documents:

- a. All the academic certificates, marks sheets, testimonials, reg. & admit card 4 sets photocopy with main copy.
- b. Ten (10) copies of passport-Size colored photographs.

Admission withdrawal Procedure

After getting admission the fund is not refundable. All other rules and regulation are applicable as per National University rules. It may be changed time to time.

Payment Rules

- a. The student should pay their required fees at the time of admission.
- b. Monthly tuition fees should be paid on or before the 10th of each month.
or, onetime payment should be paid starting the semester not end of semester.
- c. Failure of paying monthly fees in time to time will be imposed fine on daily basis.
- d. Nobody allowed to appear at examination without paying the monthly tuition fees and others dues.



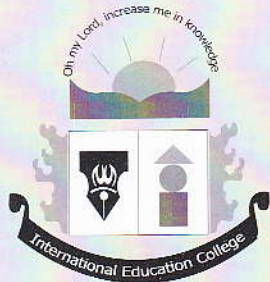
At a glance of IEC

IEC Established	: December, 2006
Motto	: Education in joy
Type	: Non Govt.
Gender	: Co-education
Location	: Dhanmondi, Dhaka
Campus	: Urban area
Nickname	: IEC
College Code	: 6577
Affiliation from	: National University
Approved Program	: BBA & B.Ed. Program
Directed by	: RR Foundation (Approved by Government of Bangladesh)
Founder Principal	: Dr. Md. Nazrul Islam Khan
Certificate Issuing Body	: National University
Number of Teacher	: 50 ⁺
Total Books in Library	: More than 6000 Copies
Proposed Program	: LLB; Computer Science, Library Science & Fashion design
Future Plan	: Move to Permanent Campus by 2020.

Total Course fee & Charge

Fee Structure		
Name of Fee	Total Fee	Fees description
Admission fee	12,500/-	One time Non Refundable
Course fee	96,000/-	12,000 (Per Semester) x 8 = 96,000/- or 2,000 (Per month) x 48 = 96,000/-
Semester fee	40,000/- (8 Semester)	5,000 (Per Semester) x 8 = 40,000/-
Lab fee (Per Semester)	500/- (Per Semester)	500 (Per Semester) x 8 = 4,000/-
Total Cost = 1,48,500/- taka only (Including admission fee)		

* Reg. charge & semester final exam. fees (form fill up+center fee) will be paid by students. Course materials & other fees will be paid by students themselves. These fees are not Included with total fee.



Courses outline

First Year (1st Semester)

Course Code	Title of the Courses	No. of Credit
1101	Introduction to Business	3.0
1102	Principles of Accounting	3.0
1103	Introduction to Computer	3.0
1104	Business Mathematics	3.0
1105	English	3.0

First Year (2nd Semester)

Course Code	Title of the Courses	No. of Credit
1201	Business Communication	3.0
1202	Intermediate Accounting	3.0
1203	Principles of Management	3.0
1204	Micro Economics	3.0
1205	Business Statistics-I	3.0

Second Year (3rd Semester)

Course Code	Title of the Courses	No. of Credit
2101	Principles of Finance	3.0
2102	Principles of Marketing	3.0
2103	Organizational Behavior	3.0
2104	Macro Economics	3.0
2105	Business Statistics-II	3.0

Second Year (4th Semester)

Course Code	Title of the Courses	No. of Credit
2201	Insurance & Risk Management	3.0
2202	Cost Accounting	3.0
2203	Computer Programming	3.0
2204	Commercials Law	3.0
2205	Theory & Practice of Banking	3.0

Third Year (5th Semester)

Course Code	Title of the Courses	No. of Credit
3101	Business & Society	3.0
3102	Auditing	3.0
3103	Taxation in Bangladesh	3.0
3104	Industrial Law	3.0
3105	Bangladesh Studies	3.0

Third Year (6th Semester)

Course Code	Title of the Courses	No. of Credit
3201	Financial Management	3.0
3202	Entrepreneurship Development	3.0
3203	International Business	3.0
3204	Marketing Management	3.0
3205	Production Management	3.0

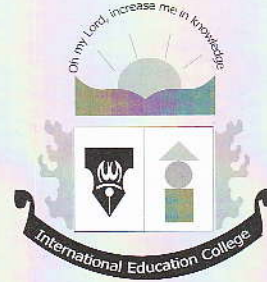
Fourth Year (7th Semester)

Course Code	Title of the Courses	No. of Credit
4101	Human Resource Management	3.0
4102	Management Accounting	3.0
4103	Project Management	3.0
4104	Strategic Management	3.0
4105	Management Information System	3.0

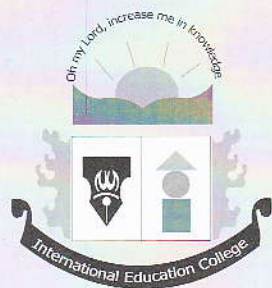
Specialization Courses

Fourth Year (8th Semester): Major In Marketing

Course Code	Title of the Courses	No. of Credit
MKT- 4231	Consumer Behavior	3.0
MKT- 4232	Marketing Research	3.0
MKT- 4233	Marketing Promotion	3.0
MKT- 4234	Brand Management	3.0
MKT- 4235	Viva & Project Paper Defense	3.0



Courses outline



Courses outline

Fourth Year (8th Semester): Major In Finance

Course Code	Title of the Courses	No. of Credit
FIN- 4241	Financial Analysis	3.0
FIN- 4242	Security Analysis & Portfolio Management	3.0
FIN- 4243	Financial Markets & Institutions	3.0
FIN- 4244	Public Finance	3.0
FIN- 4245	Viva & Project Paper Defense	3.0

Fourth Year (8th Semester): Major In Management

Course Code	Title of the Courses	No. of Credit
MGT- 4251	Management Thought	3.0
MGT- 4252	Industrial Relations & Conflict Management	3.0
MGT- 4253	Comparative Management	3.0
MGT- 4254	Industrial Psychology	3.0
MGT- 4255	Viva & Project Paper Defense	3.0

Fourth Year (8th Semester): Major In Accounting

Course Code	Title of the Courses	No. of Credit
ACC- 4261	Accounting Theory	3.0
ACC- 4262	Financial Statement Analysis	3.0
ACC- 4263	Specialized Accounting	3.0
ACC- 4264	Corporate Reporting & Disclosure	3.0
ACC- 4265	Viva & Project Paper Defense	3.0

Fourth Year (8th Semester): Major In Information Systems

Course Code	Title of the Courses	No. of Credit
INF- 4281	E-Commerce Strategies in Business	3.0
INF- 4282	Information Systems	3.0
INF- 4283	System Analysis & Design	3.0
INF- 4284	Programming Techniques for Business	3.0
INF- 4285	Viva & Project Paper Defense	3.0



facilities

- Highly competent Faculty Members.
- We stand for excellence in education and don't compromise with standard.
- Air conditioned class rooms with multimedia Projector and modern teaching equipment.
- 6-storied buildings dedicated for the college.
- Well equipped Computer Lab with WiMAX Internet facilities.
- Internship arrangement facility.
- Part-time, on-campus job opportunity for students.
- Advanced Curriculum in line with global needs.
- Rich library with most updated books, journals, magazines and online references.
- Remedial English & Basic Computer are compulsory for all programs.
- Well secured own hostel facility near IEC campus.
- Affordable fees and financial support through scholarships, grants, deferred payment.
- Transport support from certain points of city centre.
- Friday class open for under graduate program.
- Flexible class schedules for the professionals.
- Providing text books for each students.
- Three months Intensive English Language Course.
- Monthly Tuition fees payment facility.
- We shall move to our permanent campus by 2020 inshaallah.



Waiver

- 100% admission fee waiver for selected courses based on previous academic results/poor & meritorious students.
- 10% admission fee waiver for all female students.
- 20% admission fee waiver for brother/sister/Spouse of existing students.
- Special waiver for Freedom Fighter/physically disabled/couples/siblings and acid victims.



Salient Features of the program

1. There are thirty-nine lecture courses each having 3 credit hour weight, including one on English and one on Bangladesh Studies. English and Bangladesh Studies are compulsory course for all students of undergraduate programs of the National University.
2. There is one non-lecture course i.e. Viva and Project Paper defense that has an equal weight of a lecture course, to be taken in the eighth semester of BBA program. The students are allowed 3 months, after their final examination, to complete and submit their project paper.
3. The eighth semesters will determine the major or specialization of a BBA student where he/she will have four options, out of which he/ has must select one.

Each course (except Viva and Project Paper Defense) requiring class lectures will be completed with a minimum class lecture of 45 per semester (3 lectures per week), each semester being of six months duration. Each semester will consist of about 21 weeks in which 17 weeks will be kept for class lectures, 1 week for per-examination break and 3 weeks for examination. The duration of class lectures should not be less than 50 minutes. Teacher assigned for a particular course should plan the lectures accordingly keeping in view the course content to match the available working days excluding holidays and other off days.

Class Attendance

Every student of BBA Program must attend at least 85% of class lectures to qualify for sitting in the semester final examinations. Students having less than 85% attendance but more that 60% can be allowed to sit in examinations as non-collegiate students. Rules applicable for non-collegiate students will be applied on them.

Promotion, Award Of Degree, Improvement And Drop-Out

Result of BBA students will be determined on the basis of Grade Point in a 4.00 point scale along with Letter Grade. However, to determine the Letter Grade/Grade Point the following range of marks will be considered:

Marks range	Grade Point	Letter Grade
80% and above	4.0	A
70% to 79%	3.5	B+
60% to 69%	3.0	B
50% to 59%	2.5	C+
40% to 49%	2.0	C
36% to 39%	1.5	D
Below 36%	0.0	F



For promotion, result for two semester in a year tabulated together will be considered for year basis promotion. For getting promotion from one year to the next year, the student must appear in the final examination, at least partially, so the he/she earns a GPA of 1.5 in the first year and then on GPA of 2.0 for second and third year (combined for two semesters in each year). In case of calculating GPA for promotion purpose improvement marks in the relevant year will not be considered. In case he/she fails (F grade) in any or more course(s), he/she will have to appear in the final examination of that/those course(s) in subsequent semesters (two chances will be given to convert F grade into any countable grade). Where a student remains absent in any of the examinations which is countable towards GPA calculation, each absent will be deemed to have earned Zero marks (grade Point 0.0) for him/her and the credit for relevant course be deemed to have been taken. In any case, a student will not be allowed to sit for further regular examinations when his status is confirmed as not having earned the requisite pass number. In such a case he/she will have to seek for re-admission and continue with the next available batch as usual. A student can pre-empt his/her not getting promotion and seek for readmission well in advance to re-start with the next batch. In this process he must pass in all the lecture courses within a maximum period of six academic years.

A student of BBA eligible for appearing in improvements in the fourth year courses will also not be allowed to cross the statutory period of six years in the process. If he/she crosses the statutory period of six years, he/she lose his/her chance to improve the grades. For Viva and Project Paper Defense only, an additional time for a maximum period of six months may be allowed. No improvement examination will be allowed for Viva and Project Paper Defense. If he/she fail to qualify for the degree within six consecutive academic years and an additional period of six months for Viva and Project Paper Defense, being a regular student, he/she will automatically be dropped from the program. A regular student can get him/herself re-admitted for a maximum of two times, In such cases too he/she also must earn the degree within a maximum period of six consecutive academic years with an additional time of six months for Viva and Project Paper Defense. Rules for non-collegiate students to be determined and applied separately by the National University.



Award of the Degree of BBA will be dependent upon a student performing as follows:

Total credits obtained	Performance in the courses	Time taken	Cumulative grade point average	Degree to be awarded
120 Credits	No F grade in any course	Maximum 6 years to complete the lecture courses, and an additional six months to complete Viva and Project Paper Defense	Minimum 2.0 in a 4.0 scale	BBA Major in Accounting or Management or Finance, or Marketing

A students earning D or more can opt for appearing in the Improvement Examination (except for Viva and Project Paper Defense) with next immediate available batch only, but only once for one course. In that case the earlier grade 9 and also the relevant marks, if any) earned in the course will be deleted. All mid term and assignment marks will remain unchanged in case of a student appearing in any improvement examination (i.e., improvement will depend only on the course final examination) In case of re-admitted students, the marks obtained earlier in the same semester courses only will be deleted from his/her record. However a student will be usually readmitted in 1st, 3rd, 5th or 7th semester only. In both the cases of retaking a course for failure or for improvement, a student must apply in specific form to the Controller of Examination through the Head of the Department and through the Principal within 15 days of the publications of the provisional.

Examinations Rules

There will be at least two in course examination and one home assignment to be conducted by the course teacher of his/her course and marks along with grade be submitted to the Head of the Department for compilation and subsequent submission to the Controller of Examinations will be conducted by the National University on six monthly basis for each semester. The routine for final examination is spread in such a way that those sitting for improvements and retakes should not coincide. Two examiners will evaluate the final examination scripts and third examiner be appointed should the difference of marks awarded exceed 20%.

Each lecture course examination will be of the three hours. Viva-voce will be taken at the end of 4th year for 50 marks and the rest 50 marks for the project report. Two individual marks will be added together and the total will be considered to grade the full course. Two examiners will examine the Project report (one internal/supervisor and



a second examiner/External). The examination committee as per normal convention of National University will conduct viva.

All lecture courses bearing 100 marks will be examined and marks awarded as follows:

Examination	Duration	Marks	Examined by
First Mid Term	1 hour exam	15	Course Teacher
Second Mid Term	1 hour exam	15	Course Teacher
Final Examination	3 hour exam	70	Two Examiners
Total : 100			

Evaluation

There will be an examination committee for each year of the BBA Program. Two examiners will evaluate the final examination scripts independently, requiring the appointment of a third examiner where the difference of marks awarded is more than 20%. Appointment of examination committee chairman/members and the examiners will be made from a panel of examiners consisting of college and university teaches of the country. A teacher may be restricted to act as an examiner or in any other capacity in the examination related works of the National University even if he/she is in the panel, if he/she is a so barred by the University for specific reasons(s). The third examiner for a course will be from the panel other than a member of the examination committee or a tabulator, provided further that he/she was not an examiner of this course. A same examiner except third examination cannot examine two papers of the same year. Examination Works should be distributed as widely and as evenly as possible and a teacher should not be given unusual load. At least two tabulators should tabulate the results and in doing so they are to round up marks to the advantage of a students i.e., any fraction being the next number.

Computation of Grade Point Average will be made on the basis of following illustration:

$$GPA = \frac{(Credit \times Grade Point)}{Total Credit}$$

Example:

FIRST SEMESTER

Course No.	No. of Credits	Grade Awarded	Corresponding Grade Point	Points Secured
	Col. 1	Col. 2	Col. 3	Col.4 = Col.1Xcol.3)
1101	3	B	3	9
1102	3	A	4	12
1103	3	C	2	6
1104	3	B	3	9
1105	3	B	3	9
TOTAL:	15			45



EARNED CREDIT (EC) 3+3+3+3+3 = 15

CGPA =	45	3.00
	15	

SECOND SEMESTER

Course No.	No. of Credits	Grade Awarded	Corresponding Grade Point	Points Secured
	Col. 1	Col. 2	Col. 3	Col.4 = Col.1Xcol.3)
1201	3	B	3	9
1202	3	C	2	6
1203	3	F	0	0
1204	3	B	3	9
1205	3	C	2	6
TOTAL:	15			30

EARNED CREDIT (EC) 3+3+3+3+3 = 15

CGPA =	30	2.00
	15	

Cumulative up to date

Total Credit	15+15	30
Total Grade Point Secured	45+30	75
CGPA	75/30	2.5
EARNED CREDIT (EC)	15+12	27

Disciplinary Measures

Any student adopting unfair means will be treated as per the rules of National University in this regard.

Application, Modification And Administration Of The Rules

National University will from time to time change, modify, insert, amend, and administer the exiting rules for BBA Four-year program. The National University will, also make any further detailing of the rules, explanations, clarifications etc., given herein as and when required.



Govt. Approval

IEC is approved by the National University. Letter no. 07(pro-1-119) nu/ci/ 5654, dated on 03/04/2007

Guidance

Through assessing the academic potential of the students, their exam. results and their interpersonal behavior, an experienced officer guides them to choose appropriate branches in higher studies. He also provides suggestion to prepare and achieve the desired goal.

Student Politics

IEC maintains politics free campus. Students are not allowed to do any political activities inside the college premises.

The Library

The college has a rich library. At present the library contains about 6,000 books. The library enriched with newspapers, magazines and periodicals along with textual, co-textual, story, novel and general knowledge books. The library is being enriched day by day.

Identity Card

Every student of the college should have identity cards properly during classes, examinations and all other co-curricular activities.

Hostel Facilities

We take complete care of our hostel students in terms of their grooming up, religious and moral education etc. We provide special care for the academically poor students. At present we have 01 building for the hostel where more than 100 students residing. Umma Habiba oversees the Hostel Administration. there is an exclusive and securest Girls' Hostel under the supervision of a lady Hostel Super.

Class attendance

All the students have to attend the classes to follow the courses satisfactorily. The Authority has determined the minimum requirements of class attendance to be 75% of the total classes help for each course.

Discipline

Discipline is an essential pre-condition for the bloom of a human's physical, mental and spiritual talents. The aims of IEC are to present the nation with educated, disciplined, skilled, honesty & sincere manpower. With this end each and every student is to obey the rules & regulation of IEC with sincerity.

College Transport

We offer transport facilities for BBA students. Currently 50 students are using college transports.



Internet Facility

There is WiMAX Connection to facilitate Internet access to the students. Computer Lab attendants monitor and assist the use of Internet in the computer laboratory. Students are allowed to surf on the net for learning purpose only.

Training for the Faculty Members

Most of our teachers have completed two years service in the college. We arrange special training program for them to understand and apply appropriate modern methods of instructions, teaching techniques, classroom management etc. in every year. Most of them have brilliant academic records. Teachers in the BBA program have MBA, ACCA and CA level background. We pay our teachers handsomely in comparison to similar other educational institutions of our country. We have been successful in making a team of dedicated teachers in our college.

Guest Lectures

The college inviting leading personalities of business executives and reputed teachers from the public and private universities to express their views on the major challenges facing Business Industry today.

Free Services

- a. Students counseling ;
- b. Free internet service;
- c. Weekly/monthly examination;
- d. 3 months foundation class;
- e. 3 months English Language/Spoken English Class.

Extra Curricular Activities

Extra Curricular activities of the students are augmented through:

- a. Indoor Game;
- b. Cultural Program;
- c. Debts Competition;
- d. Business Club;
- e. Annual Sports program;
- f. Eid Get Together;
- g. Special day observance;
- h. Study tour;
- i. General Knowledge Competitions;
- j. Music Evening;
- k. Publication of periodicals;
- l. International Mother Language Day;
- m. New year's event (Bengali & English).

Others Programs of IEC

- ◆ B.Ed. (1 Year) ◆ ACCA ◆ FIA

Proposed

- ◆ LLB (1 Year) ◆ Library Science (1 Year)
- ◆ Fashion Design ◆ Computer Science ◆ Civil ◆ Electrical



Faculty Members of BBA Program

Dr. Md. Nazrul Islam Khan

Ph.D. (University of Dhaka)
B.A (Hons); MA (1st Class 1st); DU
Founder Principal

Umma Habiba

BBA, MBA (1st class), Finance, DIU

Md. Nazrul Islam Parvez

ACCA (partly qualified), MBA (Finance)
B.Com (Hons) Acc, M.Com (Acc)

Bireswar Debnath

BBA (Hons); MBA. in Finance; NU

Mohammad Salim

B.Sc (Hons), M.Sc (1st class), NU

M K Rahman

B.Com (Hons) 1st Class
M.Com in Accounting (1st Class); NU
CMA (Inter)

Mostafa Rashedul Alam

BBA, MBA (Management), DU

Rezwana Islam

BA (Hons), MA (1st class), NU
English Language

Amran Ali

BBA (NU), MBA (Fin. & Banking), EWU

Partho Protim Shaha

BBA (NU), MBA (IBA), JU

Utpal Kishore Das

BA (Hons), MA (applied Linguistics & E.L.T.)
Independent Researchers (U.N)

Hasina Yasmin Tulu

BBS (Hons), MBS (1st class), NU
CMA (ICMAB)

Romesa Rahman

B.Com. (Hons), M.Com. in Accounting ; NU

Md. Mofizuddin Bhuyan

MA, PGDHRM

Name of Committee Members

Executive Committee of Razzak Rabeya Foundation

01. Dr. Md. Nazrul Islam Khan	Chairman
02. Professor Golam Ahasan	Vice- Chairman
03. Al-Amin Shahriar	General Secretary
04. Dowlatur Nessa	Joint General Secretary
05. Umma Habiba	Treasurer
06. Hasina Khanom	Assistant Treasurer
07. Md. Abdur Rob Khan	Office Secretary
08. Md. Mamunur Rashid	Cultural Secretary

Selection Committee

01. Professor Dr. Sk. Amjad Hossain	Chairman
02. Professor Golam Ahasan	Member
03. Md. Mojibur Rahman, IER, DU	Member
04. Mirza Didarul Anam	Member
05. National University's Subject Expert	Member
06. Dr. Md. Nazrul Islam Khan	Member Secretary

Planning and Development Committee

01. Md. Omor Faruque, DU	Chairman
02. Dr. Sayeedul Huque, BOU	Member
03. Professor Bilkis Banu, Dhaka College	Member
04. Professor KM Saleh	Member
05. Sayeed Khorshed Ahmad Redwan	Member Secretary

Audit Committee

01. Md. Abdur Rahman (Auditor, Govt. of Bangladesh)	Chairman
02. Professor Abu Sakib	Member
03. SM. Monirul Islam (Training Expert, NAEM)	Member
04. Abu Yousuf Dewan (Donor Member, DAC)	Member
05. Umma Habiba	Member Secretary

Purchase Committee

01. Md. Ibrahim Khalil	Chairman
02. Umma Habiba	Member
03. A S M Mizanur Rahman	Member
04. Dr. Abdur Rab	Member
05. Rahana Akhter	Member Secretary

Finance Committee

01. Niaz M. Asif	Chairman
02. Md. Nurul Islam Khan	Member
03. Hasina Khanom	Member
04. Md. Abdur Rob Khan	Member
05. Umma Habiba	Member Secretary



Information Available
International Education College-IEC

Campus : House # 39/A, Road # 8, Dhanmondi, Dhaka-1205

Tel : 9118404, 9111593, 01711289754, 01678627802

www.iec.edu.bd, e-mail : iecnu06@yahoo.com