



# Admission Notice

**Bangladesh University of Professionals (BUP)**  
**Department of International Relations**

Mirpur Cantonment, Dhaka-1216

Website: [www.bup.edu.bd](http://www.bup.edu.bd)

## Post Graduate Diploma in Organisational Security Management (Session: January-June 2025)

- ❖ Duration: 06 months
- ❖ Total Credits: 06
- ❖ Merit Based Scholarship
- ❖ (on excellent academic result)
- ❖ Class Timing: Friday & Saturday
- ❖ Online & Offline Classes.

Application Submission Date: 26 January 2025 – 27 February 2025  
Admission Test: 5 March 2025  
Admission: 10 March 2025 – 24 March 2025  
Class Commence: 11 April 2025

**This course will be led by the country's most experienced security industry leaders, who will impart both theoretical and practical knowledge.**

### WHY A POST GRADUATE DIPLOMA IN ORGANISATIONAL SECURITY MANAGEMENT IN BUP?

Any person after the successful completion of this diploma will be able to:

- Assess security risks of offices and organisations
- Design a mitigation measure based on cost-benefit analysis
- Integrate people, processes and technologies for effective security management

\* For eligibility criteria, admission schedule, application procedure and other instructions, visit "Admission > Apply for Diploma Programme" link of BUP website [www.bup.edu.bd](http://www.bup.edu.bd)

\* Contact Number: Programme Coordinator: 01769028638; Asst Programme Coordinator: 01769021786.

Dean, FSSS  
Bangladesh University of Professionals



# BANGLADESH UNIVERSITY OF PROFESSIONALS (BUP)

(A Public University Administered by the Bangladesh Armed Forces)

Mirpur Cantonment, Dhaka – 1216

Website: [www.bup.edu.bd](http://www.bup.edu.bd)

## Admission Circular: Post Graduate Diploma in Organisational Security Management

**Admission Session: January-June 2025 (2<sup>nd</sup> Batch)**

<b>BUP</b> invites application from potential candidates for <b>Post Graduate Diploma in Organisational Security Management</b> under the <b>Faculty of Security and Strategic Studies (FSSS)</b>	
<b>Duration:</b> 06 Months <b>Total Credits:</b> 06	
<b>Academic Fees</b>	<b>BDT 50,000</b> [In two installments]
<b>Merit Based Scholarship (on excellent academic result)</b>	
<b>Class Schedule: Friday &amp; Saturday</b> <b>(Online &amp; Offline Classes)</b>	

### ELIGIBILITY

- Bachelors' (in any discipline)
- Proficiency in **Written and Verbal English**
- Preferably **2 years of Job Experience**

### ADMISSION SCHEDULE

- **Online Application Submission: 26 January-27 February, 2025**
- **Admit Card Download: 3 March 2025**
- **Date & Venue of Viva-voce: 5 March 2025, BUP Campus, Mirpur Cantonment**
- **Publication of Final Result: 9 March 2025**
- **Admission: 10 March-24 March, 2025**
- **Class Commencing & Opening Ceremony: 11 April, 2025**

### CONTACT

**Coordinator:** Lec Masrur Mahmud Khan:  
01769028638

**Co-coordinator:** Mr. Ruhul Amin: 01769021786

**E-mail:** [ir.professional@bup.edu.bd](mailto:ir.professional@bup.edu.bd)

### WHY POST GRADUATE DIPLOMA IN ORGANISATIONAL SECURITY MANAGEMENT IN BUP?

Any person after the successful completion of this diploma will be able to:

- Assess security risks of offices and organisations
- Design a mitigation measure based on cost-benefit analysis
- Integrate people, processes and technologies for effective security management.

### NECESSARY DOCUMENTS

- Receipt of Application Processing Fee
- Application Form
- Attested Photocopy of Academic Transcript(s)
- Attested Photocopy of NID
- Job Experience Certificate

### INSTRUCTIONS ON HOW TO APPLY

**Application Processing Fee: Taka 1000.00** (one thousand only), to be deposited to

- Savings Account: **IR Professional Programme**
- Account No.: **0106-0310029398**
- Bank: **Trust Bank Limited**
- Last Date of Deposit: **20 February 2025**
- Service Charge is applicable.
- Detailed application procedure is available at “How to Apply” link on admission website: “[admission.bup.edu.bd](http://admission.bup.edu.bd)”

### SUBMISSION OF APPLICATION

Application form must be collected online and submitted by **20 February 2025, 02.00 pm**

- *In person or via courier:* Room #1107 (Academic Building), Department of International Relations, FSSS, BUP; or
- *Online at* [ir.professional@bup.edu.bd](mailto:ir.professional@bup.edu.bd)  
[With the Subject: **Application Submission for the Diploma in Organisational Security Management; Submit all of the documents in one PDF file**]

**N.B.:** The authority reserves the right to cancel/ modify/ change any information/ instructions given in this advertisement.

**Dean**  
**Faculty of Security & Strategic Studies**



5 copies recent  
passport size  
attested colour  
photograph

**BANGLADESH UNIVERSITY OF PROFESSIONALS (BUP)**

Mirpur Cantonment, Dhaka-1216

**ADMISSION FORM FOR POST GRADUATE DIPLOMA IN ORGANISATIONAL  
SECURITY MANAGEMENT PROGRAMME**

(For Official Use Only)

Form No:		Class Roll No:	
Admission Test Roll No:		Registration No:	
Date of Admission:		Session:	

**(To be filled up by applicant)**

- Applicant's Name (In English, Capital): .....  
(বাংলায়): .....
- Father's Name: ..... Tel. No:.....
- Mother's name: ..... Tel. No:.....
- Permanent Address: .....  
.....
- Present Address: .....  
.....
- Date of Birth (according to SSC certificate) : Day: ..... Month: ..... Year: .....
- Professional Experience:
  - Current Designation: .....
  - Experience (in Years) : .....
- Religion: ..... 9. Nationality: .....
- Marital Status: ..... 11. Blood Group: .....
- Educational Qualifications:

Name of Exam	Year of Passing	Name of Institution	Board/ University	GPA/CGPA/Div/Class (with marks if available)
Hon's				
Master's				

- Applicant's Telephone: (Land): .....(Mobile): .....
- E-Mail: .....
- Score of proficiency in English (if any), e.g: GRE, IELTS, TOFEL: .....

I ..... do hereby certify that form has been filled up by me and the information provided above is complete and correct. I undertake to abide by all the rules and regulations on this university and assure to pay all fees & charges duly. I also undertake to abide by any decision of the authority of the university regarding academic/administrative affairs.

Date:.....

Applicant's Signature :.....

N.B: Incomplete application will not be considered for admission. BUP authority reserves all right to cancel candidature of any candidate without showing any reason.

**LIST OF DOCUMENTS TO BE SUBMITTED**

1. Receipt of Application Processing Fee
2. Academic Certificates (Attested Photocopy)
3. Mark/Grade Sheets (Attested Photocopy)
4. Testimonial of Last Passed Examination (Attested Photocopy)
5. NID (Attested Photocopy)
6. Five (05) Copies Passport Size Color Photographs (Attested)
7. Certificate of English Proficiency Test (If any)

This is to certify that the said documents have been submitted by the applicant and all these documents have been scrutinised and found correct.

, .....

Admission Officer of the Programme

The applicant may be considered for admission in Diploma in Organisational Security Management Programme.

Eligible/Not Eligible

Signature: .....  
President, Admission Committee.