



# EAST WEST UNIVERSITY

EWU(RO)17(A)/23-184

03 May 2023

## Notice

### Online Advising of Courses for Summer Semester 2023

Students of the following categories must contact their respective advisor **personally** for advising of courses for Summer 2023.

Category	CGPA range	Advising Date	Advising Time
Undergraduate Programs	CGPA 2.15 or less including on probation	<b>31 May 2023</b>	Respective advisors will notify their schedule of advising as soon as possible before the last day of classes.
Graduate Programs	CGPA 2.65 or less including on probation		

Online advising of courses for Summer Semester 2023 of EWU will be held using the Online Course Advising System. Students of both **Undergraduate and Graduate Programs** will take their own courses through online using the link: <https://portal.ewubd.edu> as per the schedule mentioned below:

#### Undergraduate Programs

Date	Credits Earned	Time
27 May 2023	120.5 Credits & above	08:00 A.M- 09:50 A.M
27 May 2023	110.5-120 Credits	10:00 A.M.- 11:50 A.M
27 May 2023	100.5-110 Credits	12:00 Noon - 01:50 P.M
27 May 2023	87.5-100 Credits	02:00 P.M.- 03:50 P.M.
27 May 2023	75.5-87 Credits	04:00 P.M- 05:50 P.M
27 May 2023	65.5-75 Credits	06:00 P.M.- 07:50 P.M
27 May 2023	55.5 -65 Credits	08:00 P.M - 10:00 P.M
28 May 2023	45.5- 55 Credits	08:00 A.M- 09:50 A.M
28 May 2023	35.5-45 Credits	10:00 A.M.- 11:50 A.M
28 May 2023	27.5-35 Credits	12:00 Noon - 01:50 P.M
28 May 2023	20.5-27 Credits	02:00 P.M.- 03:50 P.M.
28 May 2023	15.5-20 Credits	04:00 P.M- 05:50 P.M
28 May 2023	5.5-15 Credits	06:00 P.M.- 07:50 P.M
28 May 2023	0-5 Credits	08:00 P.M - 10:00 P.M

#### Graduate Programs

Date	Credits Earned	Time
27 May 2023	21 credits & above	08:00 A.M.-10:00 P.M
28 May 2023	0 – 20 credits	08:00 A.M.-10:00 P.M

**Students are strongly recommended to complete their advising during the above schedule. Please note that students will not get access into the portal for advising of Summer Semester 2023 unless they provide the information related to COVID-19 Vaccination.**

**There will be very limited lab facility for Online Course Advising from 27 May-28 May 2023 from 09:00 am to 05:00 pm in Room # 616.**

For any help regarding advising and other administrative issues students may contact the respective Online Helpdesk (Email Account) which are mentioned below:

s/n	Group name	Email address	Purpose
1	CE Help Desk	<a href="mailto:helpdesk-ce@ewubd.edu">helpdesk-ce@ewubd.edu</a>	For advising/ course related issues
2	CSE Help Desk	<a href="mailto:helpdesk-cse@ewubd.edu">helpdesk-cse@ewubd.edu</a>	For advising/ course related issues
3	BBA Help Desk	<a href="mailto:helpdesk-dba@ewubd.edu">helpdesk-dba@ewubd.edu</a>	For advising/ course related issues
4	DSR Help Desk	<a href="mailto:helpdesk-dsr@ewubd.edu">helpdesk-dsr@ewubd.edu</a>	For advising/ course related issues
6	ECO Help Desk	<a href="mailto:helpdesk-eco@ewubd.edu">helpdesk-eco@ewubd.edu</a>	For advising/ course related issues
7	EEE Help Desk	<a href="mailto:helpdesk-eee@ewubd.edu">helpdesk-eee@ewubd.edu</a>	For advising/ course related issues
8	GEB Help Desk	<a href="mailto:helpdesk-geb@ewubd.edu">helpdesk-geb@ewubd.edu</a>	For advising/ course related issues
9	ENG Help Desk	<a href="mailto:helpdesk-eng@ewubd.edu">helpdesk-eng@ewubd.edu</a>	For advising/ course related issues
10	DIS Help Desk	<a href="mailto:helpdesk-dis@ewubd.edu">helpdesk-dis@ewubd.edu</a>	For advising/ course related issues
11	Law Help Desk	<a href="mailto:helpdesk-law@ewubd.edu">helpdesk-law@ewubd.edu</a>	For advising/ course related issues
12	MBA Help Desk	<a href="mailto:helpdesk-mba@ewubd.edu">helpdesk-mba@ewubd.edu</a>	For advising/ course related issues
13	MPS Help Desk	<a href="mailto:helpdesk-mps@ewubd.edu">helpdesk-mps@ewubd.edu</a>	For advising/ course related issues
14	PHRM Help Desk	<a href="mailto:helpdesk-phrm@ewubd.edu">helpdesk-phrm@ewubd.edu</a>	For advising/ course related issues
15	SOC Help Desk	<a href="mailto:helpdesk-soc@ewubd.edu">helpdesk-soc@ewubd.edu</a>	For advising/ course related issues
16	Registrar's Office Help Desk	<a href="mailto:helpdesk-regoffice@ewubd.edu">helpdesk-regoffice@ewubd.edu</a>	For registration/ other administrative issues
17	Accounts Help Desk	<a href="mailto:helpdesk-accounts@ewubd.edu">helpdesk-accounts@ewubd.edu</a>	For tuition/ scholarship/ other financial issues
18	ICS Help Desk	<a href="mailto:helpdesk-ics@ewubd.edu">helpdesk-ics@ewubd.edu</a>	For relevant IT issues
19	COE Help Desk	<a href="mailto:helpdesk-coe@ewubd.edu">helpdesk-coe@ewubd.edu</a>	For Certificates/Transcripts/Grade Reports related issues

While sending emails, students are advised to mention their name, ID number, mobile number and the problem clearly. Students are also advised to use their university email account for communication with the University.

**Students who somehow miss the above schedule or fail to take courses using the Online Advising System may contact the respective advisor personally from 01 June 2023 as per the convenience of the concerned advisor.**

With the kind approval of the Vice Chancellor this is for information and necessary action by all concerned.

Mashfiqur Rahman  
Registrar