



# EAST WEST UNIVERSITY

EWU(RO)17(A)/24-337

09 September 2024

## Notice

### Online Advising of Courses for Fall Semester 2024

Students of the following categories must contact their respective advisor **personally** for advising of courses for Fall Semester 2024.

Programs	Categories	Advising Date	Advising Time
Undergraduate Programs	<ul style="list-style-type: none"> <li>CGPA 2.15 or less (students admitted up-to Summer 2023) and for CGPA 2.40 or less (students admitted in Fall 2023 and onward) including on probation.</li> <li>Students who fail to complete their degree within the minimum stipulated time.</li> </ul>	<b>11-12 September 2024</b>	09:00 am–04:00 pm
Graduate Programs	<ul style="list-style-type: none"> <li>CGPA 2.65 or less including on probation.</li> <li>Students who fail to complete their degree within the minimum stipulated time.</li> </ul>	<b>11-12 September 2024</b>	05:00 pm–07:00 pm

Online advising of courses for Fall Semester 2024 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 Completed	Time
13 September 2024	120.5 Credits & above	09:00 A.M.- 10:20 A.M.
13 September 2024	110.5-120 Credits	10:30 A.M.- 11:50 A.M.
13 September 2024	100.5-110 Credits	02:30 P.M.- 03:50 P.M.
13 September 2024	87.5-100 Credits	04:00 P.M.- 05:20 P.M.
13 September 2024	75.5-87 Credits	05:30 P.M.- 06:50 P.M.
13 September 2024	65.5-75 Credits	07:00 P.M.- 08:20 P.M.
13 September 2024	55.5 -65 Credits	08:30 P.M.- 09:50 P.M.
14 September 2024	45.5- 55 Credits	09:00 A.M.- 10:20 A.M.
14 September 2024	37.5-45 Credits	10:30 A.M.- 11:50 A.M.
14 September 2024	30.5-37 Credits	12:00 noon- 01:20 P.M.
14 September 2024	25.5-30 Credits	01:30 P.M.- 02:50 P.M.
14 September 2024	21.5-25 Credits	03:00 P.M.- 04:20 P.M.
14 September 2024	18.5-21 Credits	04:30 P.M.- 05:50 P.M.
14 September 2024	12.5-18 Credits	06:00 P.M.- 07:20 P.M.
14 September 2024	8.5-12 Credits	07:30 P.M.- 08:50 P.M.
14 September 2024	0-8 Credits	09:00 P.M.-11:00 P.M.

Students of Undergraduate Programs who somehow miss the above schedule or fail to take courses using the Online Advising System may contact the respective advisor personally on **17 September 2024** as per the convenience of the concerned advisor.

## Graduate Programs

Date	Credits Earned	Time
15 September 2024	21 credits & above	09:00 A.M.-01:00 P.M
15 September 2024	0 – 20 credits	01:30 P.M.-07:00 P.M

Students of Graduate Programs who somehow miss the above schedule or fail to take courses using the Online Advising System may contact the respective advisor personally on **17 September 2024** as per the convenience of the concerned advisor.

**There will be very limited lab facility for Online Course Advising from 13 September and 15 September 2024 from 09:00 am to 04:30 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
5	ECO Help Desk	<a href="mailto:helpdesk-eco@ewubd.edu">helpdesk-eco@ewubd.edu</a>	For advising/ course related issues
6	EEE Help Desk	<a href="mailto:helpdesk-eee@ewubd.edu">helpdesk-eee@ewubd.edu</a>	For advising/ course related issues
7	GEB Help Desk	<a href="mailto:helpdesk-geb@ewubd.edu">helpdesk-geb@ewubd.edu</a>	For advising/ course related issues
8	ENG Help Desk	<a href="mailto:helpdesk-eng@ewubd.edu">helpdesk-eng@ewubd.edu</a>	For advising/ course related issues
9	DIS Help Desk	<a href="mailto:helpdesk-dis@ewubd.edu">helpdesk-dis@ewubd.edu</a>	For advising/ course related issues
10	Law Help Desk	<a href="mailto:helpdesk-law@ewubd.edu">helpdesk-law@ewubd.edu</a>	For advising/ course related issues
11	MBA Help Desk	<a href="mailto:helpdesk-mba@ewubd.edu">helpdesk-mba@ewubd.edu</a>	For advising/ course related issues
12	MPS Help Desk	<a href="mailto:helpdesk-mps@ewubd.edu">helpdesk-mps@ewubd.edu</a>	For advising/ course related issues
13	PHRM Help Desk	<a href="mailto:helpdesk-phrm@ewubd.edu">helpdesk-phrm@ewubd.edu</a>	For advising/ course related issues
14	SOC Help Desk	<a href="mailto:helpdesk-soc@ewubd.edu">helpdesk-soc@ewubd.edu</a>	For advising/ course related issues
15	Registrar's Office Help Desk	<a href="mailto:helpdesk-regoffice@ewubd.edu">helpdesk-regoffice@ewubd.edu</a>	For registration/ other administrative issues
16	Accounts Help Desk	<a href="mailto:helpdesk-accounts@ewubd.edu">helpdesk-accounts@ewubd.edu</a>	For tuition/ scholarship/ other financial issues
17	ICS Help Desk	<a href="mailto:helpdesk-ics@ewubd.edu">helpdesk-ics@ewubd.edu</a>	For relevant IT issues
18	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 to communicate the University.

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

Mashfiqur Rahman  
Registrar