

Ministry of Foreign Affairs  
Recruitment & Training Section  
Dhaka

No. AD-R&T- 1011 / 335

16 July 2018

Circular

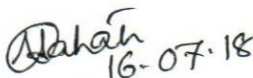
**Subject: Masters in Public Affairs (MPA) programme in Bangladesh Institute of Governance and Management for the academic year 2018-19**

Bangladesh Institute of Governance and Management (BIGM), a post-graduate institution affiliated to the University of Dhaka, has offered the following Masters programme for the academic year 2018-19:

Name of the Programme	Deadline to apply
Masters of Public Affairs (MPA) in <ul style="list-style-type: none"><li>• Governance and Public Policy (GPP),</li><li>• International Economic Relations (IER),</li><li>• Human Resource Management (HRM)</li></ul>	31 July 2018

02. Interested officers are requested to take the permission of the Ministry through the R&T section by **22 July 2018** before applying for the above programme. Please visit the website of BIGM [www.bigm.edu.bd](http://www.bigm.edu.bd) for applicants' eligibility, tuition fees, course details and further information.

Encl. 03 Pages

  
(Nusrat Jahan)  
Assistant Secretary (R&T)

**Distribution:**

1. All Senior Assistant Secretaries/ Assistant Secretaries of the Ministry





Ministry of  
Foreign Affairs  
Dhaka, Bangladesh

Ashrafal Alam Mohon <ashrafal.mohon@mofa.gov.bd>

## Fwd: BIGM: Admission information, 2018

Assistant Secretary (R&T) <as.randt@mofa.gov.bd>  
To: Ashrafal Alam Mohon <ashrafal.mohon@mofa.gov.bd>

Sun, Jul 15, 2018 at 12:48 PM

----- Forwarded message -----

From: **Md. Sazzadur Rahman** <sazzadur.rahman@bigm.edu.bd>  
Date: Sun, Jul 15, 2018 at 12:11 PM  
Subject: BIGM: Admission information, 2018  
To: as.randt@mofa.gov.bd

Dear Sir,

Please visit our website: BIGM.EDU.BD or <http://bigm.edu.bd/Bigm/AdmissionInfo> for more details.

## Admission Info

### How to apply

#### Steps Details

1. Please open your browser application (Internet Explorer, Mozilla Firefox, Google Chrome, etc.).
2. Type our web link: [www.bigm.edu.bd](http://www.bigm.edu.bd)
3. Go to 'Apply Online' tab.
4. Fill up the forms as provided (Must fill the mandatory red marked fields).
5. After filling up all the fields please revised and press the '**Submit**' button.
6. After successful submission, you will see a message describing the **applicant ID**. The system will automatically mail you by providing your unique ID and the details of online payment methods.
7. Just pay your application fees via Bkash (Use 'Payment' option) and send all the details (Your applicant ID, Bkash Transaction ID) to 01979005303 through SMS.
8. Finally, you will receive a confirmation mail from BIGM.

For assistance  
please call  
01979005303.

### Who Can Apply?

- Career civil servants with adequate academic background
- Executives of Private corporate bodies as well as NGOs and other civil society organizations
- Executives of State Owned Enterprise
- Executives from Banking and other financial sectors.
- In exceptional cases candidates who do not have any work experience but have excellent academic degrees in economics, political science, public administration, law, sociology and management and other related disciplines are also considered for admission.

### Academic and Professional Requirements:

- Minimum Masters degree or four years' Bachelor Degree with two years' service experience, or
- Three years' Bachelor Degree with three years' experience, or
- Two years' Bachelor Degree with four years' experience
- Fresh graduate having excellent academic result with first division or equivalent in all public examination.

**nts Requirement**

Minimum points in total 6 is needed to be considered for application:

- 1<sup>st</sup> Division/Class/CGPA above 3.5 = 3,  
 2<sup>nd</sup> Division/Class/CGPA 2.75 to < 3.5 = 2,  
 3<sup>rd</sup> Division/Class/CGPA: 2.00 to < 2.75 = 1

**Fees and Charges for Master's programme :**

Semester	1 <sup>st</sup> Semester (Amount in Taka)	2 <sup>nd</sup> Semester (Amount in Taka)	3 <sup>rd</sup> Semester (Amount in Taka)	4 <sup>th</sup> Semester (Amount in Taka)	Total (Amount in Taka)
Number of credits in per semester	(9 Credits)	(12 Credits)	(12 Credits)	(12 Credits)	(45 Credits)
SL#	Description of Charges				
<b>Other Fees</b>					
1	Semester Admission Fee	2,000/-	2,000/-	2,000/-	2,000/-
2.	Library Charge (Semester Wise)	2,000/-	2,000/-	2,000/-	2,000/-
3	Computer Lab Charge (S/W)	2,000/-	2,000/-	2,000/-	2,000/-
4	Other Charges (at once)	6,000/-	-	-	-
<b>Tuition Fee</b>					
	Tuition Fee (Per Credit BDT 2000/- ):	18,000/-	24,000/-	24,000/-	24,000/-
<b>Total Fees</b>		<b>30,000/-</b>	<b>30,000/-</b>	<b>30,000/-</b>	<b>30,000/-</b>
<b>Fees for Government Officers (10%)</b>		<b>3,000/-</b>	<b>3,000/-</b>	<b>3,000/-</b>	<b>3,000/-</b>
					<b>12,000/-</b>
<b>NB: In addition to that</b>					
1. Students who came from other than University of Dhaka are required to <b>complete the registration</b> to the University of Dhaka. For that purpose they will have to pay <b>BDT 7,000/-</b> to the University of Dhaka.					
2. For <b>every semester</b> each students need to pay <b>BDT 2250/-</b> as <b>examination fees</b> to the University of Dhaka.					

Md. Sazzadur Rahman

IT Officer

Bangladesh Institute of Governance and Management (BIGM)

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Assistant Secretary  
 Policy & Organization and Recruitment & Training  
 Ministry of Foreign Affairs  
 Dhaka, Bangladesh