



Department of Mechanical Engineering, BUET

27.05.2023

Urgent Notice for PG students (M.Sc. Engg./M.S.) enrolled in April 2022 PG Semester or earlier

Dear Students,

Summer greetings!

We wish you are having a great vacation now following the exam of Oct. 2022 PG Semester. Here are some important points regarding **Academic Performance, Fixation of Thesis Supervisor for ME6000 course and Change of Studentship Status.**

we would like you pay due attention:

1. We always encourage you to put best possible effort to **engage yourself in academic activities** (Participation in course classes/Assignment, as well as in various seminar/talks organized by Department/University on various subject topics)
2. In continuation of our effort for your smooth and successful PG endeavor in ME, BUET, we advise you to check and **put the highest possible effort to improve your academic performance** i.e. C.G.P.A.

In the last October 2022 PG semester, counselling of concerned PG students has been conducted by the Head, ME, BUET. Follow-up of such counselling will be made in the coming April 2023 semester.

We would like to remind you the qualification requirement for PG graduation as set by the university Ordinance (**Post Graduate Ordinance: Article 7.1-7.3**):

7. Qualifying Requirements

7.1

The qualifying requirement for graduation is that a student must earn a minimum grade point of 2.65 based on the weighted average in his course work.

7.2

A student shall not be allowed to continue the programme if he/she obtains a total of three or more F grades in one or more than one subjects taken together, during the course of his / her studies.

7.3

If at the end of the second or any subsequent semester, the cumulative GPA falls below 2.5 he/she shall not be allowed to continue in the programme.

3. Fixation of Thesis Supervisor for ME6000 Course

As you know, from the April 2022 PG Semester, following rules are practiced in the department of Mechanical Engineering, BUET:

- (a) In line with recent policies adopted by the BUET authority in boosting post graduate research activities, PG Students will be encouraged to choose a thesis supervisor from the start of his/her PG study (subject to the consent of the respective supervisor).
- (b) No registration will be forwarded with ME6000 Course without fixation of Thesis Supervisor.
- (c) If you are enrolled in April 2022 PG semester or earlier PG semesters, and did not fix you supervisor yet, you must contact ME faculties (BPGS Members) regarding your thesis plan, convince one faculty as thesis supervisor, get his/her consent in the prescribed "Thesis Supervisor Consent Form" (Contact: Mr. Liakot, ME office) by **June 07, 2023**. Please follow the process of hard copy/scan copy submission of "Thesis Supervisor Consent Form" as mentioned in **Sl. 5**.
- (d) Note the following conditions regarding No. of Thesis Students under any ME Faculty (BPGS Members)

(As per BPGS Resolution: Meeting No.: No. 04/2022; 02/07/2022)

- i. Subject to the consent of the concerned BPGS member of supervising M.Sc. Engg thesis work, one BPGS member can supervise **maximum 06 (six)** and **minimum 03 (three)** Nos of M.Sc. Engg. students enrolled in the current April 2022 PG Semester for thesis supervision (Student No. **0422102XXX**).
- ii. Irrespective of the number of PG (M.Sc. Engg) students supervising at this moment, one BPGS member can take two **more PG (M.Sc. Engg.) students** enrolled in any PG semester before April 2022 and awaiting supervisor assignment.



4. Change of Studentship Status (Full time to Part-time and vice versa)

As the registration criteria for any student depends on his/her studentship status (Full time/Part Time) and you must fix it before proceeding with registration process, we hereby advise you to apply for any change of studentship (Fulltime to Parttime or vice versa) through filling up prescribed form (Contact: Mr. Liakot, ME office) with necessary documents (if applicable) by **June 07, 2023**.

Please follow the process of hard copy/scan copy submission of "Change of Studentship Status Form" as mentioned in **Sl. 5**

5. The prescribed form (signed and documented appropriately) for Fixation of Thesis Supervisor (ME6000)/ Studentship status change must be submitted in the following way:

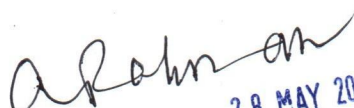
Hard Copy: Submission at ME office (Contact: Mr. Liakot)

Scan Copy: Scan Copy must be mailed to:

- (i) **BIIS secretary**, ME, Prof. Dr. Md. Ashiqur Rahman
(ashiqurrahman@me.buet.ac.bd)
- (ii) **Supervisor** in the CC.
- (iii) **BPGS secretary**, ME (nasim@me.buet.ac.bd) in the CC

Please follow up your issue in BIIS platform and communicate BIIS Secretary, ME, in case you need it.

We appreciate your attention and understanding!


28 MAY 2023

Prof. Dr. M. Ashiqur Rahman
Head and Chairman
BPGS, ME/BUET



Prof. Dr. Md. Nasim Hasan
BPGS Secretary, ME/BUET

- CC.: (i) Hon. BPGS Members, ME, BUET (For circulation among PG students)
(ii) ME Departmental Notice Board (All)
(iii) ME Departmental Website
(iv) Notice Board, SSH, BUET