



# 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: Diploma in Organisational Security Management

**Admission Session: July-December 2023 (1<sup>st</sup> Batch)**

**BUP** invites application from potential candidates for **Diploma in Organisational Security Management** under the **Faculty of Security and Strategic Studies (FSSS)**

**Duration:** 06 Months  
**Total Credits:** 06

**Academic Fees**

**BDT 50,000** [In two installments]

### ELIGIBILITY

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

### ADMISSION SCHEDULE

- **Online Application Submission:** 01 – 22 October 2023
- **Date & Venue of Viva-voce & Admission:** 23-25 October 2023, BUP Campus, Mirpur Cantonment
- **Admission:** 23-25 October 2023
- **Class Commencing & Opening Ceremony:** 27 October 2023
- **Class Schedule:** Friday & Saturday

### CONTACT

**Coordinator:** Ms. Mansura Amdad: 01769028637

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

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

### WHY 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: **22 October 2023**
- 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 **22 October 2023, 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.

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**Faculty of Security & Strategic Studies**