



**Bangladesh University of Professionals (BUP)**  
**Faculty of Medical Studies (FMS)**  
**Certificate Course in Hospital Management**  
**Admission Session: September-December 2025**

1. Program Name : **Certificate Course in Hospital Management**
2. Application Duration : **07 July 2025 to 21 August 2025**
3. Admit Card Issue Date : **26 August 2025**
4. Date, Time & Venue of Viva-Voce : **29 August 2025 (Friday), 09.00 AM at BUP Campus, Mirpur Cantt.**
5. Class Starts : **19 September 2025 (0900 hours)**
6. Application Fee : **TK. 1100.00 (One thousand One Hundred only-Non refundable)**
7. Number of Seats : **35**
8. Course Duration : **3 Months**
9. Total Credit Hours : **3**
10. Class Timing : **Friday (9:00 AM to 12:00 PM)**
11. Total Course Fee : **TK. 20,000.00 (Twenty Thousand only)**
12. Online Admission Link : <http://admission.bup.edu.bd>
13. Eligibility of Application :

- Minimum total 8 points will be required for eligibility as calculated below:

Candidates with GPA/CGPA/Division/Class based result:

Degree	3.5 and above	3 to 3.49	2.5 to 2.99	2.00 to 2.49	Division/Class		Remarks
					1 <sup>st</sup>	2 <sup>nd</sup>	
<b>SSC &amp; HSC (each)</b>	3	2	1	N/A	3	2	GPA/CGPA below 2.50 or 3 <sup>rd</sup> division of any public examination will not be eligible for apply.
<b>Bachelor (Hons)</b>	5	4	3	2	5	4	

- Postgraduate Degree holders will be rewarded with 1 (one) additional point.
- Candidates must have Science in SSC & HSC or equivalent Exam to apply for the program.
- Applicants who have taken O-Level Examination must pass at least five (05) subjects (including Mathematics) with a minimum of grade C in each of the subjects.
- Applicants who have taken the A-Level Examination must pass at least two (02) subjects with a minimum of grade C in each of these subjects.
- MBBS, BDS or other Professional Degree in Medical Sciences (Physiotherapy, BSc in Nursing etc) or four-year Undergraduate Degree in Life Sciences, Social Sciences, Business Studies from UGC recognized University.
- Proficiency in oral and written English and basic Mathematics.
- Basic Computer Skills including Microsoft Office and Data Analysis Software Preferred.

14. Weightage:
  - a. Viva-Voce - 75%
  - b. S.S.C/Equivalent - 07%
  - c. H.S.C/Equivalent - 08%
  - d. Bachelor/Equivalent - 10%

15. Application Processing:
  - a. Application Processing Fee (Serial number-6) must be deposited online through your preferred Card/Mobile Banking (service charge applicable). Detailed payment procedure is available at “**How to Apply**” link on admission website [admission.bup.edu.bd](http://admission.bup.edu.bd)
  - b. Call 01769021856, 01767206230 & 01725817058 for online application submission related information from Sunday to Thursday from 0900 AM to to 1400 PM (Except Government Holidays).

The authority reserves the right to cancel/modify/change any information /instructions given in this advertisement.

**– Dean, FMS, BUP**

**Contact:**

**Deputy Director & Program Coordinator Mostak Zahan**

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