

# Manarat Dhaka International School & College (MDIC)

Plot (CEN) # 16, Road # 104, Gulshan, Dhaka-1212

MDIC/AO/F-16/02

29 July 2024

## Admission Rules for AS-Level

1. Students those who have registered for their O level exams at least 5 subjects in May-June 2024 will get admission to AS Level. Students those who completed their O level with minimum 5 subjects in any exam session in 2023 can also apply for admission. As per the decision of academic committee students will enjoy waiver of tuition fees as under:
  - a. 6As and 7As in O-Level examination may be allowed 50% waiver of tuition fees
  - b. 8As and 9As may be allowed 70% waiver of tuition fees
  - c. 10As and above may be allowed 80% waiver of tuition fees
  - d. Statement of results has to be submitted for waiver
2.
  - a) Admission form will be available from 31 July 2024.
  - b) A Level admission will be started from 31 July 2024 and will be closed on 27 August 2024.
  - c) Photocopy of 'Statement of Entry' with minimum of '5' subjects for admission in AS Level to be submitted by the students.
  - d) Photocopy of 'Statement of Result' must be submitted after the publication of results.
  - e) Admission form duly filled in, with 04 copies of passport size color photographs and 02 copies stamp size (Closed collar for boys and head scarf for girls) must be submitted.
3.
  - a) AS students will pay College Fees in 3 installments (3 months, 3 months and 6 months at a time).
  - b) Eligible students for waiver have to apply with the statement of results after getting admission. Their fees will be adjusted in the next installment.
  - c) The students must appear at School Assessment, Mid Term exams and Mock Tests in all papers of all subjects arranged by MDIC and have to attend 80% classes including Lab classes. Otherwise transcript will not be issued.
  - d) All students must wear proper College uniform when they enter and stay in the College campus. To participate in any kind of college related activity outside the campus, a student must wear college uniform (e.g. CIE Exams, The Daily Star program, debate, games etc).
  - e) Students must put on Student ID Card and Gate Pass Card every day. Otherwise they will not get entry into College premises.
  - f) Students will put the finger print for Biometric Attendance.
4. Parents/Candidates are requested to collect the Admission Form, College rules, Admission rules, Dress Code, Vehicle Route and Parking Rules, College Fees Chart & Payment Schedule, Parents Particulars Form, Student's Particular, Subject Choice Form, Subject Card & Class Routine, Student ID card Form, Family Security Scheme (Health Insurance) Nomination Form, SMS Acknowledgement Form, Fees Deposit Book and Books List. Please fill up the forms and submit those to the fees collection of MDIC (Sunday to Thursday-09:00 am to 03:00 pm) after depositing the money.

*Roksana Khanam*

5. a) A student desirous to take any leave should apply to principal through class teacher for approval and should get it granted before enjoying the leave. For sickness medical certificate should be submitted along with the application.
- b) For any unauthorized absence Tk. 200/- per day fine should be paid by the students to the accounts section.
6. MDIC arranges some co-curricular activity courses like the following:
- a) Annual Sports and Interclass/interschool games (e.g. carom, badminton, football etc.)
- b) Science/ICT/Commerce/Business Fair, Olympiad and Debate for A Level students which enrich the transcripts of the students. Students are advised to participate in such activities.
- c) Excursions and field trips, etc.

**Points to remember:**

- AS course will be for 1 year and A2 course will be for 9 months. Students need to pay tuition fees and other fees accordingly.
  - AS result would be valid up to 13 months from the Exam appeared by the candidate. If anyone appears for retake exam in Oct/Nov session, he/she can carry on the result of this session up to next Oct/Nov session for A2 Exam.
  - There is no retake provision in A2 exams. If any candidate wants to improve A2 result he/she has to appear both AS and A2 Exams altogether.
- b. For further information, please contact **Ms. Rokhana Khanam Sumi, Assistant Professor & Coordinator, O & A Level** or call 55060039-42, Ext: 112, Cell: 01818512767.

*Rokhana Khanam*  
Coordinator  
O & A Level

*[Signature]*  
29.7.24  
Vice Principal (MS)  
MDIC

*[Signature]*  
29/7/2024  
Brig Gen S. M. Mahbub-Ul-Alam, OSP, SGP, ndc, psc (retd)  
Principal, MDIC