



# NORTH SOUTH UNIVERSITY

THE FIRST PRIVATE UNIVERSITY IN BANGLADESH  
ESTABLISHED BY THE NORTH SOUTH UNIVERSITY FOUNDATION

Plot # 15, Block # B, Admin Building, Level-3, Bashundhara, Dhaka-1229, Bangladesh.  
Phone: 880(2) 55668200, Fax: 880(2) 55668202, email: registrar@northsouth.edu  
Website: www.northsouth.edu

Registrar's Office

Date: 12 October 2023

Dear student,

You must submit photocopies of the following documents to the Registrar's Office of NSU in-person in order to complete the documentation process as per our requirements.

### For Undergraduate Students:

#### ■ Bangla Medium

1. SSC certificate and mark sheet/transcript
2. HSC certificate and mark sheet/transcript
3. HSC registration card
4. Photocopy of student's NID card
5. Photocopies of student's father's and mother's NID cards

#### ■ English Medium

1. O-level certificate
2. A-level certificate
3. Statement of entry of A-level examination
4. Photocopy of student's passport
5. Photocopies of student's father's and mother's passports

### For Graduate Students:

1. SSC certificate and marksheet/transcript OR O' Level certificate
2. HSC certificate and marksheet/transcript OR A' Level certificate
3. Undergraduate Degree certificate and transcript
4. Copy of NID or passport of the student
5. Two passport-size photos of the student
6. For students of Master of Public Health — In addition to the above-mentioned documents, they need to bring their Internship Certificate and BMDC certificate. Separate transcripts of all the professional exams are needed.

Please bring all the **ORIGINAL** copies with the photocopies of the above-mentioned academic documents.

- If you have corrected any information in the academic documents or lost any document, you have to submit the revised/duplicate copy and show the original ones. You must bring all documents related to corrections/reissue such as application to the education board, payment slip, General Diary (GD) copy, newspaper advertisement, affidavit, as appropriate.

- You need to come to the Registrar's Office (3<sup>rd</sup> floor of the Admin Building) on your enlisted date between the given schedule with all the documents and **submit the photocopies by showing the original documents.**

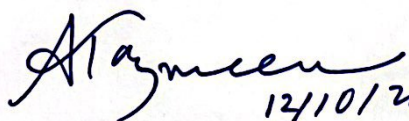
Please find your date and time slot for academic documents verification below:

Sl.	Date	Time	RFID Serial #
01	16 October 2023, Monday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-1001-610 to 202-1134-630
02	17 October 2023, Tuesday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-1137-648 to 202-1277-625
03	18 October 2023, Wednesday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-1284-630 to 202-1426-630
04	19 October 2023, Thursday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-1429-642 to 202-1545-642
05	29 October 2023, Sunday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-1546-630 to 202-1699-630
06	30 October 2023, Monday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-1701-630 to 202-1847-649
07	31 October 2023, Tuesday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-1848-630 to 202-1986-630
08	1 November 2023, Wednesday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-1988-642 to 202-2154-642
09	2 November 2023, Thursday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-2157-642 to 202-2315-630

10	5 November 2023, Sunday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-2318-630 to 202-2463-630
11	6 November 2023, Monday	9:30 a.m. to 12:30 p.m. 2 p.m. to 4:30 p.m.	From 202-2464-630 to 202-2659-615

This email is meant for ONLY those students of the SUMMER -2020 semester whose academic documents are not yet verified and they have '6' in the last third digit of their ID numbers.

Thank you.

  
12/10/2023

**Dr. Ahmed Tazmeen**  
**Registrar**