



EAST WEST UNIVERSITY

EWU(RO)17(A)/25-001(02)

01 January 2025

Notice

Online Advising of Courses for Spring Semester 2025 All Programs (except M.Pharm and LL.M Programs)

Students of B.Pharm and LL.B programs are also allowed to take General Education (GEN) courses only.

Students of the following categories must contact their respective advisor **personally** for advising of courses for Spring Semester 2025.

Programs	Categories	Advising Date	Advising Time
Undergraduate Programs	<ul style="list-style-type: none"> CGPA 2.15 or less (students admitted up-to Summer 2023) and for CGPA 2.40 or less (students admitted in Fall 2023 and onward) including on probation. 	12-13 January 2025	09:00 am–04:00 pm
Graduate Programs	<ul style="list-style-type: none"> CGPA 2.65 or less including on probation. 	12-13 January 2025	05:00 pm–07:00 pm

Online advising of courses for Spring Semester 2025 of EWU will be held using the Online Course Advising System. Students of both **Undergraduate and Graduate Programs** will take their own courses through online using the link: <https://portal.ewubd.edu> as per the schedule mentioned below:

Undergraduate Programs

Date	Credits Completed	Time
14 January 2025	120.5 Credits & above	06:00 P.M.- 07:20 P.M.
14 January 2025	110.5-120 Credits	07:30 P.M.- 08:50 P.M.
14 January 2025	90.5-110 Credits	09:00 P.M.- 10:20 P.M.
15 January 2025	75.5-90 Credits	06:00 P.M.- 07:20 P.M.
15 January 2025	65.5-75 Credits	07:30 P.M.- 08:50 P.M.
15 January 2025	55.5 -65 Credits	09:00 P.M.- 10:20 P.M.
16 January 2025	45.5- 55 Credits	06:00 P.M.- 07:20 P.M.
16 January 2025	37.5-45 Credits	07:30 P.M.- 08:50 P.M.
16 January 2025	30.5-37 Credits	09:00 P.M.- 10:20 P.M.
17 January 2025	25.5-30 Credits	09:00 A.M.- 10:20 A.M.
17 January 2025	18.5-25 Credits	10:30 A.M.- 11:50 A.M.
17 January 2025	12.5-18 Credits	02:30 P.M.- 03:50 P.M.
17 January 2025	0-12 Credits	04:00 P.M.- 05:20 P.M. (Except the students admitted in Fall 2024)

Date	Credits Completed	Time
17 January 2025	0 Credits	<p align="center">05:30 P.M.- 07:20 P.M.</p> BBA: 2024-3-10-001 - 2024-3-10-350 PPHS: 2024-3-11-001 - 2024-3-11-050 CE: 2024-3-22-001 - 2024-3-22-050 DSA: 2024-3-27-001 - 2024-3-27-035 ECO: 2024-3-30-001 - 2024-3-30-040 Math: 2024-3-32-001 - 2024-3-32-008 SOC: 2024-3-33-001 - 2024-3-33-025 ENG: 2024-3-40-001 - 2024-3-40-090 IS: 2024-3-42-001 - 2024-3-42-035 ICE: 2024-3-50-001 - 2024-3-50-030 CSE: 2024-3-60-001 - 2024-3-60-360 LLB: 2024-3-66-001 - 2024-3-66-040 B.Pharm: 2024-3-70-001 - 2024-3-70-050 GEB: 2024-3-77-001 - 2024-3-77-080 EEE: 2024-3-80-001 - 2024-3-80-060
17 January 2025	0 Credits	<p align="center">07:30 P.M.- 10:00 P.M.</p> BBA: 2024-3-10-351 - 2024-3-10-727 PPHS: 2024-3-11-051 - 2024-3-11-105 CE: 2024-3-22-051 - 2024-3-22-125 DSA: 2024-3-27-036 - 2024-3-27-072 ECO: 2024-3-30-041 - 2024-3-30-084 Math: 2024-3-32-009 - 2024-3-32-016 SOC: 2024-3-33-026 - 2024-3-33-128 ENG: 2024-3-40-091 - 2024-3-40-208 IS: 2024-3-42-036 - 2024-3-42-086 ICE: 2024-3-50-031 - 2024-3-50-071 CSE: 2024-3-60-361 - 2024-3-60-793 LLB: 2024-3-66-041 - 2024-3-66-079 B.Pharm: 2024-3-70-051 - 2024-3-70-101 GEB: 2024-3-77-081 - 2024-3-77-195 EEE: 2024-3-80-061 - 2024-3-80-134

Graduate Programs

Date	Credits Earned	Time
18 January 2025	21 credits & above	09:00 A.M.-01:00 P.M
18 January 2025	0 – 20 credits	01:30 P.M.-07:00 P.M

Students of Undergraduate and Graduate Programs who somehow miss the above schedule or fail to take courses using the Online Advising System may contact the respective advisor personally on **19 January 2025** as per the convenience of the concerned advisor.

There will be very limited lab facility for Online Course Advising from 14 to 16 January 2025 from 09:00 am to 04:30 pm in Room # 616.

For any help regarding advising and other administrative issues students may contact the respective Online Helpdesk (Email Account) which are mentioned below:

s/n	Group name	Email address	Purpose
1	CE Help Desk	helpdesk-ce@ewubd.edu	For advising/ course related issues
2	CSE Help Desk	helpdesk-cse@ewubd.edu	For advising/ course related issues
3	BBA Help Desk	helpdesk-dba@ewubd.edu	For advising/ course related issues
4	DSR Help Desk	helpdesk-dsr@ewubd.edu	For advising/ course related issues
5	ECO Help Desk	helpdesk-eco@ewubd.edu	For advising/ course related issues
6	EEE Help Desk	helpdesk-eee@ewubd.edu	For advising/ course related issues
7	GEB Help Desk	helpdesk-geb@ewubd.edu	For advising/ course related issues
8	ENG Help Desk	helpdesk-eng@ewubd.edu	For advising/ course related issues
9	DIS Help Desk	helpdesk-dis@ewubd.edu	For advising/ course related issues
10	Law Help Desk	helpdesk-law@ewubd.edu	For advising/ course related issues
11	MBA Help Desk	helpdesk-mba@ewubd.edu	For advising/ course related issues
12	MPS Help Desk	helpdesk-mps@ewubd.edu	For advising/ course related issues
13	PHRM Help Desk	helpdesk-phrm@ewubd.edu	For advising/ course related issues
14	SOC Help Desk	helpdesk-soc@ewubd.edu	For advising/ course related issues
15	Registrar's Office Help Desk	helpdesk-regoffice@ewubd.edu	For registration/ other administrative issues
16	Accounts Help Desk	helpdesk-accounts@ewubd.edu	For tuition/ scholarship/ other financial issues
17	ICS Help Desk	helpdesk-ics@ewubd.edu	For relevant IT issues
18	COE Help Desk	helpdesk-coe@ewubd.edu	For Certificates/Transcripts/Grade Reports related issues

While sending emails, students are advised to mention their name, ID number, mobile number and the problem clearly. Students are also advised to use their university email account to communicate the University.

With the kind approval of the Vice Chancellor this is for information and necessary action by all concerned.

Mashfiqur Rahman
Registrar