Department of Computer Science & Engineering
<u>Notice</u>
Advising (Time & Section Selection):Summer 2024 Trimester

<u>(Students of BSCSE **admitted in Summer 2024** do not require Course advising.</u>

<u>It will be done by the Department.)</u>

This is to inform all students of **BSCSE/BSDS** Program (students up to 241 Batch) that Course Advising for **Summer 2024** Trimester will continue from **April 27, 2024 (Saturday) to April 30, 2024 (Tuesday).**

Students are required to complete their advising through *UCAM.*

In case of any difficulties, students are asked to contact the Department Office in person from 9.00 AM–3.30 PM **on the above mentioned days** except Govt. holidays.

Here is the link for the next trimester (Summer 2024) class schedule:

https://cse.uiu.ac.bd/wp-content/uploads/sites/3/2024/04/course-offerings_Summer-2024-Trimester.pdf

<u>Please be remembered:</u>

-The Students who have completed Pre-Advising are asked to select their sections/time on due date.

-The Students who have not completed Pre-Advising yet are asked to contact their Mentors/Advisors for Pre Advising.

-Online Course Evaluation for Spring 2024 will continue one day before the Course Advising; the students who will fail to do course evaluation; they will not able to do course advising

-Before taking course, students must check class/exam routine to avoid conflicts.

-No section change/Course drop request will be allowed after advising.

-Trimester Drop students are asked to contact the Exam Controller Office for ID activation at Room # 103 (1st floor) and then contact the CSE Dept. Office at Room # 416 (4th floor)

-Credit Transfer/Course Waiver students are advised to contact CSE Dept. Room # 416 (4th floor)

-For any technical problem, please contact the CITS Department, Room # 525 (5th floor)

Prof. Dr. Mohammad Nurul Huda
Head, Dept. of CSE

See the next page: Instructions for Course-Advising (Section & Time Selection) in UCAM

Instructions for Course-Advising (Section & Time Selection) in UCAM

How to Log in?

❖ Please visit ucam.uiu.ac.bd and type your Student ID and password.

❖ If you forget your password or never logged in before, click 'forget password' link and put your Student ID there. A link to reset your password will be sent to your official email address. You can reset your password from that link.

How to do Final-advising?

✓ After Login, Go to *Registration > Section Selection & Registration.*

✓ Click "**Take**" button under **"Section"** column to select a section for the respective course.

✓ To remove the selected section click on the **"Remove"** button under **"Section Remove"**

✓ To change a selected section click **"Change**" button under **"Section"** and then select a section for the respective course.