



Department of International Relations Jahangirnagar University, Savar, Dhaka-1342

Admission Notice (Spring Semester) 2019

for

Masters in International Relations (EMIR) Program

Applications are invited from the prospective students desiring to take an executive one year **Masters** program in **International Relations** consisting of **three trimesters** which is offered by the **Department of International Relations (IR)** of **Jahangirnagar University**.

Important Deadlines:

Availability of Application Form	:	23 November to 21 December 2018
Written Test (@ IR, JU)	:	22 December 2018; Saturday; 10:30 am to 12:30 pm.
Viva Voce	:	After the written test on the same day (Please bring your original mark sheets & certificates)
Class Starts	:	4 January 2019; Friday
Application Fee	:	1000/- taka (online/offline), for complete payment procedure please visit our website emir.iitju.edu.bd

Programme Features:

- The EMIR programme prepares graduates for a world in which leaders and professionals must be able to work across borders, disciplines and sectors.
- One year programme with three semesters.
- Highly qualified faculty members.
- Convenient class schedule.

Eligibility:

- An applicant must have a Bachelor's degree in any discipline, with at least 2nd division/class or CGPA 2.5 at every level.

Application Procedure:

Application can be done either online or office. Online application process can be completed by visiting at emir.iitju.edu.bd or offline application form can be collected and submitted to the office of the Department of International Relations (working day from 8:30 am to 4:00 pm).

Online Application Process:

- First, visit the website emir.iitju.edu.bd and read the instruction carefully.
- Click **EMIR Online Application**
- Fill up the online application form

After successfully completing the application form, you will get an **EMIR Bill No.** through SMS to your given mobile number. Please keep the PIN No. safely.

Now make a **payment** of **Tk. 1000/-** as application fee from your/agent's **Dutch Bangla Mobile Banking** account to EMIR-JU biller ID **2452**. The process is as follows:

- Using your/agent's Dutch Bangla Mobile Banking Account, dial ***322#**
- From the menu appeared, Select **Bill Pay**
 - ❖ If you want to make payment using your **own ROCKET account**, then select **Self**.

- ❖ If you want to make payment using **agent's ROCKET account**, then select **Other** and then Enter Payer Mobile No.
- From the options appeared, select **0 (Other)**
- Enter **2452** as **Biller ID**
- Enter **your EMIR Bill No.** (which was sent to you via SMS)
- Enter **1000** as **Amount**
- Enter your/agent's Rocket account **PIN**
- Collect **Txnid** (TRANSACTION ID) from the return SMS

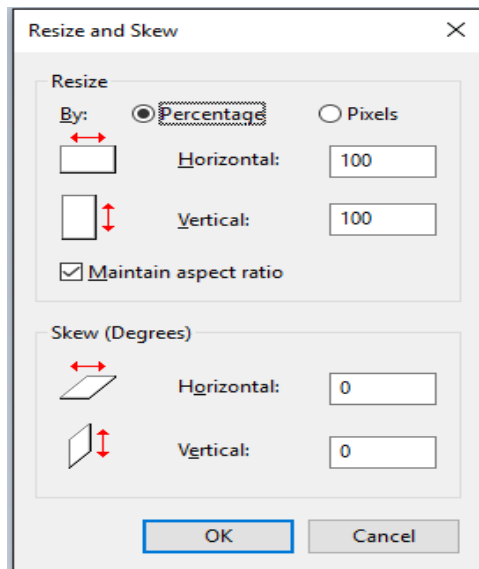
To **download Admit Card**, visit the website **emir.iitju.edu.bd** again.

- Click **Admit Card Download**.
- Log in with your **EMIR Bill No.** and **Txnid (Transaction ID)**.
- Upload your scanned signature (300 by 80 pixel) and passport size photograph (300 by 300 pixel).
- After submission, download/print your admit card.

Keep your Admit Card safely and bring it on the day of admission test.

Note:

- ❖ To correctly adjust the dimension of your scanned photograph (300 by 300 pixel) and signature (300 by 80 pixel), you can use MS Paint program in Windows. The processes are as follows:



- a) Open your photograph or signature using MS Paint program.
- b) Press **Ctrl + W** while MS Paint is running. A window (like the one shown here) will appear.
- c) Select **Pixels** and uncheck **Maintain aspect ratio**.
- d) Under **Resize**, enter 300 and 300 in the **Horizontal** and **Vertical** box respectively for your photograph, or enter 300 and 80 in the **Horizontal** and **Vertical** box respectively for your signature.
- e) Click **OK**. Done!!

Offline Application Process:

- Collect prescribed application form from the office of the Department of International Relations, JU during office hours (from 8:30 am to 4:00 pm). You can also download the application form from the website **emir.iitju.edu.bd**.
- Submit the completed application form along with attested copies of all certificates/ marksheets, two recent passport size color photographs and an amount of Tk 1000/- (in cash) to the office of the Department of International Relations during office hours.
- Collect your Admit Card while submitting the application form. Keep your Admit Card safely and bring it on the day of admission test.

Authority of Dept. of IR reserves the right to change any matter related to the admission process.

Ref # EMIR-IR, JU Fall 2019(1)

Dr. Md. Khalid Quddus
Coordinator, EMIR, JU

For more information:

<http://emir.iitju.edu.bd>

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(from 8:30 am to 04:00 pm)