



Patuakhali Science and Technology University
Dumki, Patuakhali-8602

Office Bill Form

January – June / July - December: 20.....

Name:		Designation:	
Address:			
Dean Office (Agriculture/BBA/CSE/DVM/Fisheries/DM/NFS/AH/LMA)			Amount (Tk.)
01	Dean	Tk. 6,000 per semester	
	Course Coordinator	Tk. 5,000 per semester	
	Officer(s)Employee(s): (Max.03 persons) a) Deputy Registrar/Assistant Registrar/Section Office/ b) Computer operator/Senior Assistant/Office Assistant /Stencil operator	a) Tk. 3,500 for DR, Tk. 3,000 for AR, Tk. 2,500 for SO (Max.01 person) per semester b) Tk. 800 (Max. 02 persons) per semester	
	MLSS	Tk. 400 (Max. 01 person per semester)	
02	Chairman of the Examination Committee	Tk. 5,000 per semester	
Controller office			
03	Controller of Examinations	Tk. 6,000 per semester	
	Deputy Controller of Examinations	Tk. 4,500 per semester	
	Assistant Controller of Examinations	Tk. 3,500 per semester	
	Section Officer	Tk. 2,500 per semester	
	Computer operator/Senior Assistant/Office Assistant/Stencil operator	Tk. 2,000 per semester	
	Accounts Officer	Tk. 1,500 per semester	
	MLSS	Tk. 1,200 per semester	
Accounts office			
04	Officer (maximum one person)	Tk. 2,500 per semester	
	MLSS	Tk. 400 per semester	
Engineers office			
05	Electrician/Plumber/Sweeper	Tk. 600 per semester (max. 03 persons for main campus, 01 person for ANSVM faculty)	
Vice-Chancellor Secretariat			
06	Vice-Chancellor	Tk. 10,000 per semester	
	Officer(s)/Employee(s): a) Deputy Registrar, Assistant Registrar, Section Officer b) Computer operator, Senior Assistant, Office Assistant c) MLSS	a) Tk. 3,500 for DR, Tk. 3,000 for AR, Tk. 2,500 for SO per semester b) Tk. 2,000 per semester c) Tk. 1,200 per semester	
Internship for DVM and B.Sc.AH (Hons.)			
07	Dean/Course Coordinator	Tk. 6,000 per program	
	Chairman of the Department/Coordinator of the unit	Tk. 3,000 per program	
	Officer(s) Employee(s) in the examinations	Tk. 250 per officer per day (max. 01 person) Tk. 200 per employee per day (max. 01 person)	
Total taka (in word):			

Signature of the Claimer



Signature of the Chairman/Dean/Section Chief

Section Officer

Accounts Officer

Director (Finance)

Vice-Chancellor