

# Manarat Dhaka International School & College (MDIC)

Plot (CEN) # 16, Road # 104, Gulshan, Dhaka-1212

Ref: MDIC/AO/F-06/01

Date: 29 May 2025

## Notice for Selected Students of Playgroup for the session 2025-26

Dear parents,  
Assalamu Alaikum.

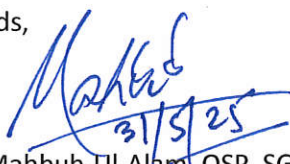
1. Parents of selected candidates are requested to collect the Admission Form, College Rules, Dress code, Vehicle Route and Parking Rules, Parents' Particulars Form, Family Security Scheme (Health Insurance) Nomination Form, SMS Acknowledgement Form, Books & Stationery list, Fees Deposit Book and Fees Chart with Collection Procedure from the College.
2. Parents can deposit the required amount of money directly to the Islami Bank Bangladesh PLC, Gulshan Branch or through "Online Deposit" from any branch of Islami Bank Bangladesh PLC to the bank account: Manarat Dhaka International School & College, MSND (Regular)-20501770900017504 (Router no: 125261724) Islami Bank Bangladesh PLC, Gulshan Branch, Dhaka by using the Fee Deposit Slip provided by MDIC. Please remember to pay the online charge if you deposit the required amount from any branch of Islami Bank Bangladesh PLC except Gulshan Branch. After completion of the admission process, you will be able to make payments via digital applications such as bKash, CellFin, Credit Cards and fund transfer from other banks starting from October. For further information about this, please contact the accounts section or call +880255060039-42, Ext-114 or Call: [01705953257-Mr. Abu Rayhan], [01778468257-Mr. Md. Tariful Islam], or [01842389650-Asst. Accounts Officer].
3. **Please deposit the required amount of money as mentioned in the fees chart. Admission will be confirmed as soon as we receive the deposit slip. You are requested to deposit the money and submit the deposit slip along with other forms to the accounts section by June 23, 2025.**

**[Office of the MDIC will remain closed from 01 June 2025 to 15 June 2025 on the occasion of Eid-ul-Azha]**

4. Please submit the following documents after filling up necessary details to the fees collection of MDIC (Sunday to Thursday- 09:00 am to 03:00 pm).
  - a. Admission Form
  - b. College Rules (duly signed by the parent) have to be submitted along with admission form and other documents. However, you may keep a photocopy of it
  - c. Parents' Particulars Form
  - d. Family Security Scheme (Health Insurance) Nomination Form (Duly signed by the parents)
  - e. SMS Acknowledgement Form (Duly signed by the parents)
  - f. Photocopy of blood group report
  - g. 02 (two) copies of recent passport size colour photographs of the student
  - h. Stamp size photograph (one copy each) of maximum 04 persons for Guardian's Card (those who will receive the student after the class time). Guardian ID Card must be signed by the Administrative Officer.
  - i. Parents' passport size photograph for Parents' Particulars Form (one copy each)
  - j. Photocopy of Parents NID/Smart cards
  - k. Photocopy of Local Guardian's NID/Smart card (if any)
  - l. Acknowledgement slip of Income Tax return submission for Tax Year 2024-25 OR System generated certificate of Tax Year 2024-25 OR Certificate issued by the Deputy Commissioner of Taxation of Tax Year 2024-25 (Father/Mother) **[Ref: Section 264 (3)(16) of Income Tax Act 2023]**
5. **Collection of Practice Books & Diary:** Practice Books & Diary of Playgroup is available in MDIC store. No copies (Khata) are required for Playgroup. You have to collect those on payment after completion of your child's admission. **Each set of Practice Books & Diary for Playgroup will cost @ Tk.1,500/-**
6. **Submission of Books & Stationary:** Office will inform you by SMS.

7. **Briefing to Parents:** Office will inform you by SMS.
8. **Class Timing for Playgroup students:** Morning Shift (1<sup>st</sup> session): 07:45 am, Morning Shift (2<sup>nd</sup> session): 10:15 am and Day Shift: 12:45 pm.
9. For further information, please contact College reception or call +880255060039-42, Ext-0/110 (09:00 am to 04:00 pm) or Call: 01949800800.
10. College website: [www.manaratcollege.edu.bd](http://www.manaratcollege.edu.bd) . Parents can log into student's panel through this website. User ID: Student code number (will be issued after completion of your child's admission), Password: qweqwe. Parents are requested to change their password after first 'log in' for security.
11. **N.B: If any document/information or part of the document/information provided in the preliminary application is found/proved to be false, this selection will be considered as 'cancelled' and it will be subject to legal action.**
12. May Allah protect us.

With best regards,



Brig Gen S. M. Mahbub-Ul-Alam, OSP, SGP, ndc, psc (retd)  
Principal  
MDIC

**Copy to:**

- a) Principal's Office
- b) Vice Principals (Morning & Day Shift)
- c) Coordinators (Junior Section both shifts)
- d) Chief Accounts Officer
- e) Administrative Officer
- f) Reception
- g) Online Information
- h) SMS
- i) Notice Board
- j) Office copy





# Manarat Dhaka International School & College (MDIC)

Gulshan, Dhaka-1212

Ref: MDIC/AO/F-30/01

Date: 31 May 2025

## Admission test result of Playgroup

The following candidates have been selected (not in order of merit) for admission in Playgroup for the session 2025-26. Please collect admission forms and other documents from the reception. Admission formalities must be completed from 16 June 2025 to 23 June 2025.

Sl. No	Roll No	Name of the Candidates	Father's Name
1	231	Lamisa Rahman	Late Lutfur Rahman
2	246	Arisha Elham	Md. Abdul Hakim
3	247	Sharoj Nur-A Ayaat Sherat	Md. Belal Hossen
4	248	Liyana Afrin Alvina	Md. Shaiful Kabir
5	252	Abdur Rahman Sahal	Md. Sohel Mia
6	254	Omar Khaalid	Farhanul Haq
7	255	Maliha Maham	Farhanul Haq
8	256	Zarif Saklayeen Saad	Md. Abdur Rakib
9	258	Mistura Hasan Mirisha	Mehedi Hasan
10	259	Mahrush Hasan Masnun	Mehedi Hasan
11	260	Sehrish Fatima Islam	Sabbirul Islam
12	261	Fariha Noushin	Md. Jamal Hossain Bhuiyan
13	262	Faiyaz Rahman Bhuiyan	Ashiqur Rahman Bhuiyan
14	264	Mahveen Warina Khan	Ashraf Khan Rafi
15	265	Soaima Sirat Khan Ridisha	Md Saïem Ahmed
16	268	Md Tashfiq Zaman Ohee	Md Moniruzzaman
17	269	Eyana Towfiq	Towfiq Protim

**N.B:** If any document/information or part of the document/information provided in the preliminary application is found/proved to be false, this selection will be considered as 'cancelled' and it will be subject to legal action.

  
31/5/25

Brig Gen S. M. Mahub-Ul-Alam, OSP, SGP, ndc, psc (retd)  
Principal

### Copy to:

1. Principal's Office
2. Vice Principal (Both Shifts)
3. Chief Accounts Officer
4. Administrative Officer
5. Reception
6. Online Information
7. MDIC Notice Board
8. Office copy



A.O.P.L.  
24/5/25

**MANARAT DHAKA INTERNATIONAL SCHOOL & COLLEGE**  
**GULSHAN, DHAKA-1212**

Ref: MDIC/Accounts/F-11/01

24 May 2025

1. MDIC did not increase college fees since 2023 - 2024. In view of increasing inflation MDIC authority has decided a new college fees structure after elaborate studies. It's new college fees structure is given in ANNEX-A to the paper.

2. **Fees Collection Procedure:**

Significant changes have also been brought in tuition fees collection procedure, which are enumerated below:

- a. Fees for the 1<sup>st</sup> quarter (July – September) will be collected at the beginning of the quarter while the rest will be collected on monthly basis. Details are given in the table below:

S.L No.	Months	Schedule for payment
1.	July-September(1 <sup>st</sup> Quarter)	As per admission notice
2.	October	Within 30 <sup>th</sup> September
3.	November	Within 31 <sup>st</sup> October
4.	December	Before half yearly exam starts
5.	January	Within 30 <sup>th</sup> December
6.	February	Within 31 <sup>st</sup> January
7.	March	Within 28 <sup>th</sup> / 29 <sup>th</sup> February
8.	April	Within 31 <sup>st</sup> March
9.	May & June	Before Annual Exam starts

- b. School/College fees have to be paid as per given schedule.
- c. A late fine of Tk. 10,000/- (ten thousand) will be charged if admission process is not completed within the time limit mentioned in the notice for admission/promotion (for old students).
- d. Students must be punctual. Under no circumstances late arrivals will be accepted. If anyone is late, it will be marked as 'absent' and will be added to the days of "total absence". For each day's late/absence Tk. 100/- will be fined. If a student is late for 2 days in arrival in a month, he/she will be allowed in class but on 3<sup>rd</sup> day he/she will be sent back home. If a student remains absent for a total of 10 days consecutively without prior permission/information, the name of the student will be struck off and will need to pay a fine of Tk. 10,000/- (ten thousand) only for continuation with the class.
- e. A late fine of Tk. 100/- per week will be charged for delay payment of tuition fees in a particular month. From 2<sup>nd</sup> month the late fine will be Tk. 200 per week.
- f. After 2 (two) consecutive months of non-payment of School/College fees, student's name will be struck off from the attendance register/students' list. In that circumstances, the student will have to pay an amount of Tk. 10,000/- (ten thousand) as a late fine to be re-enlisted in the attendance register/students' list. Recurrence of tuition fees defaults will warrant T.C to concerned students without notice.
- g. It is to be mentioned here that, no application in regard to late fine waiver will be accepted by the MDIC.
- h. There will be also fines for breakage/ damage of college property and loss of books/study materials drawn from library.
- i. College fees will be system generated (automation) and payment would be online payment. There will be no option of part payment of the college fees.
- j. Waiver of students' tuition fees is not a privilege and is never guaranteed. Hence, none should pursue the application and defer tuition fees payment with false perceived hope of receiving tuition fees waiver. MDIC will follow its evolving waiver policy where merit of individual student is a prime criterion.
- k. Separate fees-collection-rules will be applicable for students of class 10, AS & A2, which are given at the bottom of Annex A please.
3. Circulated for strict compliance at all ends please. MDIC Accounts office in consultation with Administrative office will start sensitizing guardians forthwith. In so doing warning notices are to be placed in suitable locations of MDIC. Guardians may also be sent with required number of messages in this regard via WhatsApp groups by class teachers and also via MDIC message center immediately.

Principal  
24/5/2025  
MDIC

ANNEX:

A. MDIC Tuition Fee Structure (one page).