

Department of Civil Engineering
Bangladesh University of Engineering and Technology

Date: 13/05/2025

Instructions for Students Regarding Post-Graduate Pre-Defense Seminar

Respected faculty members are requested to circulate the following instructions to their post-graduate supervisees.

1. Pre-defense seminars will be held on the **FIRST AND THIRD SATURDAYS OF EACH MONTH** at **4:00 PM.**
2. A maximum of **FOUR PRE-DEFENSE SLOTS** will be available on each seminar will be available on each seminar day. It will be based on a First-Come, First-Served Basis.
3. Kindly use the following link or QR Code to book your slot.
4. Each presentation should be **12 minutes long**, followed by a **3-minute Q&A session.**
5. A Student can select **a maximum of two preferred dates** for the pre-defense.
6. The pre-defense date will be confirmed **at least one week in advance**, and a notification email will be sent.



<https://forms.cloud.microsoft/r/bfKDQCndmT>

7. The student needs to **UPLOAD** the **CASR-approved thesis proposal.**
8. Finally, the student needs to **PRINT THE ONLINE FORM** after completion and **SUBMIT A COPY** to **THE DEPARTMENT OFFICE** with a forward with the **SUPERVISOR'S SIGNATURE AND DEPARTMENTAL SEAL** on it. Otherwise, the **PRE-DEFENSE DATE WON'T BE CONFIRMED.**

Please make sure that all the above requirements are met to complete the pre-defense seminar process smoothly.



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