EXECUTIVE MBA PROGRAM HANDBOOK

Department of Banking and Insurance
Faculty of Business Studies
University of Dhaka

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Executive MBA Program
Department of Banking and Insurance
Faculty of Business Studies
University of Dhaka
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Message from the Chairman

It is an immense pleasure to see MBA (Executive) Program (under the Department of Banking and Insurance) publishing its brochure. A brochure is an ideal opportunity to know the structure of the program, curriculum, and also the rules and instructions to follow. Since 2022, MBA (Executive) Program came as a modified version of its earlier MBA (Evening) Program that was initiated in the year 2005 in this Department to prepare skilled and qualified executives and managers for the various organizations in home and abroad. After 19 years, it's great to look back to the success of the program. Till today 1,971 graduates have earned the prestigious MBA degree from the program. They are serving the wide financial industry in Bangladesh and around the world for a better future.

I am honored and feel very privileged to be in the position of Chairman of the Department currently. I am always excited and look forward to working with our students, colleagues, and staffs to result in the best it can be. I have an open door policy and urge all stakeholders to take this opportunity to discuss any issue with me so that we can move forward together.

We truly have a fantastic program with a supportive and involved group of creative and capable faculty-members, dedicated and skillful staff, excellent resources and the most brilliant students to work with. I congratulate the members of the Executive Committee who have painstakingly contributed their time to the development of the brochure.

I hope the brochure will be most useful to the students and others associated with the program.

Professor Dr. Md. Shahidul Islam (Shahidul Zahid)
Chairman
Department of Banking and Insurance
University of Dhaka



Message from the Program Director

It gives me an immense pleasure to welcome you to the Executive MBA Program of the Department of Banking and Insurance at the University of Dhaka. By choosing this program, you have taken a thoughtful and courageous step toward shaping your professional future.

You are not here by chance. Each of you brings experience, ambition and a strong desire to grow. This program is designed for professionals like you people who are already contributing to the financial sector but want to think more deeply, act more strategically and lead more responsibly. Over the coming months, you will be challenged intellectually and practically. At times, the journey may feel demanding, but remember that growth rarely comes from comfort.

The financial and banking landscape is changing rapidly. Technology, regulation, risk management and ethical responsibility now demand leaders who can adapt, analyze, and decide wisely. Our curriculum is structured to help you bridge theory with real-world practice. But no course outline or lecture alone can make you successful. Your success will depend on your curiosity, discipline, teamwork and willingness to question assumptions.

I encourage you to use this classroom not only as a place of learning, but also as a space for dialogue. Learn from your faculty, but equally from one another. Your classmates come from diverse institutions and experiences where this diversity is one of the greatest strengths of the Executive MBA program.

As Director, I assure you that the department is committed to supporting your academic and professional development. In return, I ask you to remain focused, honest in your efforts and respectful of this opportunity.

Believe in your potential. Work hard. Stay ethical. If you do so, this program will not only enhance your career, but also shape you as a responsible leader for the financial sector and for society.

I wish you a meaningful and successful journey ahead.

Thank You,
Professor Raad Mozib Lalon, PhD
Director
Executive MBA Program
Department of Banking and Insurance
University of Dhaka

Directors & Coordinators

Director, MBA (Evening) Program
Department of Banking
Established on May 01, 2005

Name of Directors	Tenure	Till
Professor M. Muzahidul Islam	01-05-2005	30-06-2007
Professor Dr. Md. Rafiqul Islam	01-07-2007	30-06-2009
Professor Dr. Azizur Rahman Khan	01-07-2009	30-06-2011
Professor Shibli Rubayat-Ul-Islam	01-07-2011	29-04-2012

Director, MBA (Evening) Program
Department of Banking and Insurance
Established on April 30, 2012

Name of Directors	Tenure	Till
Professor Shibli Rubayat-Ul-Islam	30-04-2012	30-06-2013
Professor M. Abu Taleb	01-07-2013	30-06-2015
Professor Dr. Md. Main Uddin	01-07-2015	30-06-2017
Professor Dr. Hasina Sheykh	01-07-2017	30-06-2019
Professor Dr. Md. Shahidul Islam Zahid	01-07-2019	30-06-2021
Professor Dr. Abdullah Al Mahmud	01-07-2021	30-06-2022

Coordinator, Executive MBA Program
Department of Banking and Insurance
Established on July 07, 2022

Name of Coordinators	Tenure	Till
Professor Dr. Abdullah Al Mahmud	01-07-2022	30-06-2023
Professor Dr. Naheed Rabbani	01-07-2023	30-06-2025
Professor Dr. Raad Mozib Lalon	01-07-2025	30-06-2027

Executive MBA Program Committee
Department of Banking and Insurance

	**Professor Dr. Raad Mozib Lalon**	Director
	**Professor Dr. Md. Shahidul Islam** Chairman	Member
	**Dr. Md. Jahir Uddin Palas** Associate Professor	Member

Overview of the Department

University of Dhaka, the largest and the oldest university of Bangladesh, has passed through tumultuous times at different periods of national history and played vital, at times pioneering, roles in all critical junctures in the making of this great nation. Its leadership during the Language Movement of 1952, which culminated in the acceptance of Bangla as the state language and ultimately got recognition as the International Mother Language Day, is a significant historical event. Scores of students, teachers and employees of the University of Dhaka laid down their lives for the independence of the country. Bangladesh, as it stands out today, has long been a dream of academics and students of this university.

The University of Dhaka opened its doors to students on the first day of July 1921 with Sir P.J. Hartog as the first Vice-Chancellor. The University was set up in a picturesque part of the city known as Ramna on 600 acres of land. The University started its activities with 3 Faculties, 12 Departments, 60 teachers, 877 students and 3 dormitories (Halls of Residence) for the students. At present the University consists of 13 Faculties, 83 Departments, 13 Institutes, 20 Dormitories, 3 Hostels and 56 Research Centers. The number of students and teachers has risen to about 37, 018 and 1,992 respectively.

Commerce, as a department, was established in University of Dhaka under the Faculty of Arts in the academic year 1922-23. In 1970, the department got the elevated status of Faculty of Commerce that started functioning with two departments, namely, Accounting and Management. In 1974, two other departments, Marketing and Finance, were added to meet the prevailing job market requirements. Faculty of Commerce was renamed Faculty of Business Studies (FBS) proposed by the Academic Council and approved by the National Parliament in 1995.

During the year 2004, two more Departments were created: Department of Banking and the Department of Management Information Systems (MIS). Two more Departments were established in the academic session 2007-2008: Department of Tourism & Hospitality Management and Department of International Business. At present there are 260 teachers, 58 employees and around 6,092 students in the 9 Departments under the FBS. The faculty administration is run by a committee headed by the Dean, who is elected by the members of the Faculty. The latest addition is the Department of Organization Strategy and Leadership in 2017 [making the total Members of Departments nine under the FBS.]

Executive MBA Program

To cater the burgeoning demand for skilled human resources required to cope up with fourth industrial revolution, the Academic Council and the Syndicate of the University of Dhaka has approved the Executive Master of Business Administration (Executive MBA) program under the umbrella of the Faculty of Business Studies in 2022. This Executive MBA program replaces the former MBA (Evening) program.

The main purpose of the Executive MBA program of the department is to prepare skilled and qualified executives and managers by intensifying professionalism for the various business and non-business houses of the country. The innovative curriculum is fueled by a persuasive thinking based teaching that allows students to maximize their performance. The course curriculum supports the participants in their efforts to improve their analytical and communicative skills with a balanced emphasis on quantitative and qualitative approaches. A variety of specialized and interdisciplinary courses focus on developing leadership qualities of the students to manage their activities strategically and efficiently in an environment of present day globalization. Updating capabilities of managers/executives across functional areas with special emphasis on banking areas is one of the major objectives of this program. Thus, the program aims at making managers technically more competent with a broader understanding of their role in solving problems professionally. Accordingly, the objectives are:

a) Preparing the participants from a variety of different backgrounds with the range of skills and techniques necessary to provide a solid foundation for their career;
b) Promoting learners' perception of the functional areas of business and developing a general perspective of their interrelationship;
c) Enhancing the ability of the learners to identify business problems and resolving;
d) Assisting learners in understanding the dynamics of business operations in an increasingly complex global environment and in competently dealing with the management challenges therein; and
e) Developing leadership qualities to work effectively fostering critical thinking and enhancing interpersonal communication.

ACADEMIC PROGRAMS

BBA Program

The Department of Banking and Insurance offers a four-year BBA program comprising of 126 credit hours spread over eight semesters. Being a terminal academic degree, this program has been designed to prepare students with comprehensive understanding of business, economics, money and banking that incisively cater the needs of human capital in several financial services of Bangladesh.

MBA Program

The MBA program comprises of 48 credit hours spread over two semesters in two wings: Banking, and Insurance. The main purpose of the program is to prepare skilled and qualified executives and managers by intensifying professionalism for various business and non-business houses of the country. The innovative curriculum is fueled by a persuasive think-based teaching that allows students to maximize their performance. The course curriculum supports the participants in their efforts to improve their analytical and communicative skills with a balanced emphasis on quantitative and qualitative approaches.

Executive MBA Program

With growing demand for MBA degree from the Faculty of Business Studies, University of Dhaka, the Department introduced Executive MBA program for the executives of different private, public and autonomous organizations. In general, 16 courses are offered in each trimester. Admission takes place two times a year and selection is made through a competitive examination system comprising written test and viva-voce.

Professional Programs

There are three specialized and professional programs in the Department which are Master of Professional Banking (MPB), Master of Tax Management (MTM) and Master of Insurance and Risk Management (MIRM). These programs were launched as a direct response to the growing demand of professionals in those sectors. The duration of the program is two years and students have a wide range of elective courses to choose in accordance with their requirement.

DBA Programs

The Doctorate of Business Administration (DBA) Program is the most advanced academic program offered under the supervision of the Faculty of Business Studies of the University of Dhaka. The program has been designed in response to the pressing need for advanced qualification which will ensure the highest level of proficiencies for those pursuing professional careers. The focus of DBA program is on the application of theoretical knowledge to the advancement of business practice. It is a professional doctoral degree designed to enhance executive and professional practices and strengthen both the capability to develop knowledge, theory and its application.

MPhil and PhD

Master of Philosophy (M.Phil.) and Doctor of Philosophy (Ph.D) programs are offered to intending students who have outstanding performance at the previous study levels. Under these programs, students are assigned both course work and thesis preparation under the supervisors nominated by the Department.

Teaching Methods

The Department follows modern teaching methods for the students. Class lectures are supplemented by case analysis, term papers, field visits, computer applications and guest lecture series delivered by key professionals from leading banks and financial institutions. All classrooms are equipped with multi-media projectors and sound system. The medium of instruction of this Department is English.

RESOURCES AND FACILITIES

Computer Lab

The Department is equipped with a state-of-the-art Computer Lab. The Lab, comprising of a sizable number of computers, has been established with a view to catering to the needs for developing the computer skills of students. The Department has been successfully performing its obligation to equip students with basic computer knowledge as well as to develop skills through various programs. It offers regular courses on business application packages to the students. The Department provides multi-media projectors to facilitate the students in presenting case studies and term papers.

Library and E-Library Facilities

The central library of the University is located in the south eastern corner between Teacher-Student Centre and the University Mosque. In addition, FBS has its own e-Library connected with international libraries from several reputed foreign universities. It's located at the second floor of the Administrative Building of FBS where students can access using their respective log-in details sent by the librarian. The e-library holds a wide collection of books, journals, reports, theses, microfilms, newspapers and other materials. In addition, residential halls of the university have their separate libraries for the students of respective halls.

Guest Lecture Series

The Department organizes guest lecture sessions inviting specialized talent and reputed professionals who are executives in various public and private organizations to discuss the topics of current interest. During each semester, quite a significant number of guest speakers deliver lectures on numerous issues.

Seminar Series

The Department has introduced seminar series to create an environment for the exchange of ideas and research findings and to disseminate and share knowledge among the faculties and professionals. Under this program, faculty members present research papers at regular intervals for discussion and comments for improvement. The seminars are arranged both in the Department and in the Bureau of Business Research. Other than the teachers of the Department, our research students in MPhil, PhD and DBA programs also participate and present their research findings.

Counseling and Guidance

The University of Dhaka has a separate cell of students' Counseling and Guidance in order to maintain close contact between students and faculty members. As part of the program, one faculty member of the Department is in-charge of such counseling and guidance. Students can get advice from the guide on academic as well as personal matters that may affect their academic life.

Rules and Regulations of Executive MBA Program

Admission Requirements

Graduates in any discipline can apply for admission. No third class in any public examination is allowed. Candidates must have a GPA/CGPA 2.50 (out of 4.00) wherever applicable. Candidates with prior work experience will get privilege. Candidates seeking admission have to apply in prescribed forms within deadlines announced by the Faculty of Business Studies. The admission committee decides on the admission test schedule and admission criteria. The committee is headed by the Dean of the faculty. Generally the admission tests are held twice in a year-June and December. The standard assessment practice is to base on the candidates' scores/points for years of schooling, work experience and marks obtained by them in written test and viva-voce examination.

Degree Requirements

The Executive MBA program is of 48 credit-hours for course work. On the basis of the background of an individual s/he may either be asked to take some extra courses or allowed exemptions from taking some courses. In addition, every student must write a project paper weighing 3 credit hours. The project paper is subject to the usual grading system.

Duration of the Program

The Executive MBA program is a flexible one in terms of time and number of courses to be taken. Students may take about two years to complete the program. However, the degree must be completed within 5 years from the date of admission. In special circumstances, maximum period for completion of the program may be extended up to 8 years.

Academic Year and Semesters

English calendar year is the academic year for the program. The academic year is divided into two semesters:

Semester:	January to June	6 months
Semester:	July to December	6 months

Academic calendar shall be designed by the Executive MBA program committee:

Evaluation and Grading System

Students' performance in a course shall be evaluated according to the following structure:

Component	**Weight**
Two Mid-term Tests (15%×2)	30%
Class Participation & Quiz	10%
Term Paper/ Case Analysis and Report	10%
Presentation	10%
Final Examination	40%
Total=	100%

The evaluation of all mid-term tests, term papers and presentations is done by the course teacher and s/he is to submit final letter grades to the Program Coordinator.

Marks	Grade Point	Grade
80% & Above	4.00	A+
75% to less than 80%	3.75	A
70% to less than 75%	3.50	A-
65% to less than 70%	3.25	B+
60% to less than 65%	3.00	B
55% to less than 60%	2.75	B-
50% to less than 55%	2.50	C+
45% to less than 50%	2.25	C
40% to less than 45%	2.00	D
Less than 40%	0.00	F
-	I	Incomplete
-	W	Waiver

Attendance Requirements

Minimum 75% attendance is needed to appear for the final examination. Students having attendance of 60-74% may sit for the examination as non-collegiate students. Non-collegiate students will have to pay a fine of Tk. 5,000 for each course. Students having attendance of less than 60% will not be allowed to appear at the final examination.

Waiver Policy

Students may be allowed exemptions (waivers) from taking some foundation courses depending upon their academic backgrounds. Students with a 4-year Bachelor or a Master degree may get an exemption of maximum 15 credit hours in relevant courses. But B.Com (Pass) and graduates of non-relevant subjects shall be required to take a maximum of 6 foundation courses to meet the deficiency. Executive MBA Program Committee will decide on the courses exemption(s) and foundation course(s) on a case-by-case basis.

Students with extensive academic or professional qualifications may apply for waiver with the relevant academic certificates to the Program Coordinator. The application for waiver is to be submitted at the time of admission. No application for waiver of any course of any semester will be entertained after the first semester and waiver(s) cannot be claimed for any course done elsewhere under any incomplete degree.

Retake

A student earning 'F' or 'I' grade in a course shall be required to improve the grade by retaking the course on payment of requisite fees offered in the subsequent available semester. A student earning a grade 'B' or worse may also select to improve the grade by retaking the course when available in the next semester on payment of retaking course fees. However, a candidate cannot retake any course after graduation, but in case s/he decides to do so, s/he may apply to withhold his/her graduation to the Coordination Committee. In such cases, the transcripts will show credit, grade and R (Retake) against the retaken course.

Students will be allowed to retake a course only once. In order to retake a course the student must apply to the Coordination Committee at least 2 weeks before the commencement of the semester. Any application for retaking a course will automatically lead to cancellation of his/her earlier grade.

Course Drop and Withdrawal

Course Drop: A student may drop a course before the commencement of the semester. In this case, course fees will be refunded or adjusted to the next semester.

Course Withdrawal: Any student may choose to withdraw from any course at least 2 weeks before the final examination. In this case, no refund or adjustment of fees will be made.

Semester Withdrawal: A student may also apply for withdrawal from the semester due to any unavoidable reasons. The Executive MBA Program Committee will decide on these applications on case-to-case basis. However, the student will have to pay the semester fees in such case.

Award of the Degree

On completion of the degree requirements, the University of Dhaka will award Executive MBA degree on the recommendation of the Departmental Executive MBA committee and Academic Committee. Students completing the required courses with a minimum CGPA of 2.50 will be eligible for the degree. But none will get a degree with an 'F' or 'I' grade in any course.

Program Administration

Executive MBA Program shall be administrated by a three member Executive MBA Management Committee headed by the Coordination. The Coordinator administers and supervises overall activities of the Program.

Financial Information

Unlike the mainstream programs offered by the University of Dhaka, the necessary funding to run the Executive MBA Program shall not be subsidized by the University. The program shall run solely on a self-sustaining basis based on the program fees. The fee structure of the Executive MBA Program is determined as follows:

Registration fees (once)	: Tk. 12,000
Semester fees (each semester)	: Tk. 7,500
Course fees (per credit)	: Tk. 5,000 i.e. Tk. 15,000.00 per course

In addition, the students shall have to pay additional fees if decided by the Faculty of Business Studies.

Cancellation of Admission

A student may apply for the cancellation of admission into the Executive MBA Program Committee. In such case, as per the existing rule of the University, none of the fees that were deposited by the students on admission will be refunded.

Adoption of Unfair Means in Examinations

Adoption of any form of unfair means during examinations (like carrying mobile phones and electronic gadgets in the exam hall, copying from other fellows' answer scripts and so on) is strictly prohibited. Students adopting such unfair means in the exam hall will be expelled from the exam and severely punished as per the policies of the University.

COURSE CURRICULUM OF EXECUTIVE MBA PROGRAM

Foundation Courses: Six (6 × 3) 18 Credits

FB-501	Principles of Banking and Insurance
FB-502	Business Communication
FB-503	Managerial Finance
FB-504	Fundamentals of Management and HRM
FB-505	Financial Accounting
FB-506	Quantitative Management

Core Courses: Five (5 × 3) 15 Credits

CB-601	Commercial Bank Management
CB-602	Credit Management
CB-603	Central Banking
CB-604	Financial Markets and Institutions
CB-605	Foreign Exchange Management

Elective Courses: Any Four (4 × 3) 12 Credits

EB-606	Corporate and Retail Banking
EB-607	Marketing of Financial Services
EB-608	Digital Transformation in Financial Services
EB-609	Islamic Economics and Banking
EB-610	Project Appraisal and Management
EB-611	Investment Banking
EB-612	Management Fundamentals
EB-613	Bank Investment Analysis
EB-614	Treasury Management
EB-615	Business Research Methodology
EB-616	Business Statistics
EB-617	Management of Financial Institutions
EB-618	Risk Management in Banking
EB-619	Corporate Governance
EB-620	Business Mathematics
EB-621	Principles and Practices of Banking
EB-622	Managerial Economics
EB-623	Fundamentals of Insurance
EB-624	Fundamentals of Marketing
EB-625	Financial Analysis and Control

Internship/Thesis (3 Credits)

Internship

Apart from course work students are required to do internship after completing their required courses. The internship is done under the guidance of a supervisor for a period of three months. The internship is of 3 credit hours. The students must follow the following specific guidelines/information for internship:

1. Internship/Project for three months in private business organizations, government offices, public sector corporations or banks or financial institutions is an integral part of Executive MBA program.
2. The objective of the Program is to acquaint the students with the organization and its work situation.
3. Each student is required to undergo the internship program and prepare a report according to a format specified by the supervisor.
4. The date of selection of supervisors by the Executive MBA Program committee is the starting date of Internship.
5. Students have to submit their internship reports within 6 weeks.
6. This internship report is graded/marked by the supervisor out of 50 marks.
7. The student has to defend his/her report in front of the Executive MBA Program Committee where his/her defense will be marked by the committee out 50 marks.

COURSES OVERVIEW

Internship/Thesis (3 Credits)

The courses are distributed as foundation courses, core courses and elective courses. Students have to take six foundation courses, five core courses and four elective courses.

Principles of Banking and Insurance (FB-501)

Course objectives: This course is designed to familiarize the students with banking activities, mechanism, techniques and provision required to conduct and manage the business of banking in Bangladesh as well as around the globe. It also designed to equip students with a basic understanding of insurance, types and dynamics of insurance, its principles and operation in general. In addition, this course will give an exhaustive picture of the total industry perspective coupled with the practice of existing insurance companies.

Course contents: Banking structure and system, financial system and banking structure in Bangladesh, banker and customer relationship, opening and operating bank accounts, negotiable instruments, cheque, bill of exchange and promissory note, the paying banker and collecting banker, endorsement, loans and advances, types of securities, modes of creating charge, guarantees, commercial banking, liquidity management, central banking, letter of credit and others. Origin, history and development of insurance; Insurance & risk, principles of insurance, various classes of insurance; insurance contract, operations of insurance company, reinsurance.

Textbooks:

1. Banking Law and Practice by P.N. Varshney
2. Principles of Risk Management and Insurance by George E. Rejda

Reference books:

1. Banking by N.T. Somashekar
2. Banking Law and Practice by S. N. Maheshwari
3. Business of Banking by R.M. Debnath
4. Insurance Principles and Practice by M. N. Mishra

Business Communication (FB-502)

Course objectives: This course attempts to develop the skills of students in exchanging messages with the clients for development of mutual understanding needed to enter into business deals. The course focuses on the techniques of preparation of reports on business matters and the art of presenting them.

Course contents: Communication, written and oral communication, major media of written and oral communication, communication, non-verbal communication, internal communication, effective meeting, information age and the use of computers in business communication, audio-visual aids in communication, office memos, business reports, short essay writing on topics relating to business world, common business abbreviations and acronyms, meaning and use of commercial terms, comprehension and precise writing, art of addressing meeting and conferences, business documents and office papers.

Textbook:

1. Business Communication by A.C. “Buddy”Krizan, Patricia Merrier, Joyce P. Logan, Karen Schneiter Williams

Reference book:

1. Basic Business Communication by Raymond V. Lesiker

Managerial Finance (FB-503)

Course objectives: Course objective is to familiarize students with the fundamental concepts and analytical tools of Financial Management used by professionals. The course provides the basic concepts and principles of financial management. Upon successful completion of the course, students should be able to:

1. Understand the function of managerial finance;
2. Perform ratio analysis of corporate financial statements;
3. Understand the difference between net cash flow and net income and the relevance of cash flow in financial planning;
4. Utilize the time value of money concepts;
5. Understand the determinants of market interest rates and their term structures;
6. Define and measure the risk and rates of return through the capital asset pricing model;
7. Use certain stock and bond valuation models;
8. Engage in certain capital budgeting procedures including payback, discounted payback, net present value, and internal rate of return;
9. Identify and calculate component costs of capital and the weighted average cost of capital.

Course contents: Financial management, financial environment, financial markets and institutions, financial analysis and planning, financial statement analysis, financial forecasting and planning, financial concepts, time value of money, risk and return, valuation of bonds and stocks, short-term financial policy and decisions, working capital management and policy, credit management and policy, long-term investing decisions, capital budgeting techniques, discounted cash flow analysis (NPV, IRR, etc.), risk analysis, the cost of capital, capital structure and leverage, dividend policy.

Textbook:
1. Principles of Managerial Finance, Lawrence J. Gitman & C.J. Zutter, 14th Edition, Prentice Hal

Fundamentals of Management and HRM (FB-504)

Course objectives: This course is designed to serves as an introduction to Human Resources Management (HRM) and its contributions to the workplace. In today's world, "people" provide a competitive advantage and HR practices have a significant impact on the bottom line and overall performance of an organization. Among other things, the course will look at the effective management of human capital, the importance of attracting and retaining employees, managing a diverse workforce, recognizing employee rights, and legislative requirements. Whether or not you have an interest in HR as a career, everyone is likely to be called upon at some time to deal with "people issues". This course will provide you with helpful information and insights.

Course contents: This course is designed to provide with the various philosophies, roles and functions of management. In addition, it will cover ongoing changes in business that have a direct effect on the role of management. Upon successful completion of this course, the students will be able to explain the four management functions: planning, organizing, leading and controlling, analyze and apply management theory, and utilize the appropriate approach and analytical skills to deal with managerial issues that arise in modern business world.

Management functions, management perspectives, business environment, management practices in international businesses, planning and decision-making, organizing and basics of organization structures, leadership, human resources management, control mechanism and process of strategic management.

Text books:

1. Management, by Harold Koontz, by Cyril O' Donell and Heinz Weihrich
2. Human Resource Management, by Gary Dessler
3. Human Resource Management, Gary Dessler, 11/e 2008, Pearson (Prentice Hall)

Reference books:

1. Fundamentals of Human Resource Management, Latest Edition, DeCenzo & Robbins, Wiley
2. Human Resource Management, 7/e, Graham & Bennett (1992), Pitman Publishing.

Financial Accounting (FB-505)

Course objectives: This course presents the underlying framework and concepts of financial accounting in the context of how accounting fits into the overall business environment. Students will learn how accounting functions as an information development and communication system that support economic decision making and provide value to entities and society.

Course contents: Accounting cycle, accounting equation, concepts and principles, International Accounting Standard, preparation of work sheet, merchandising operations and inventory management, accounting for partnership, issue of common stock, bonus and right issue, and depreciation strategies of tangible and intangible assets, statement of cash flows, corporations: organization and capital stock transactions, plant assets, natural resources, and intangible assets.

Textbook:

1. Accounting Principles by Jerry J. Weygandt, Paul D. Kimmel, Donald E. Kieso

Reference books:

1. Fundamental Accounting Principles by Kermit D. Larson, John J. Wild, Barbara Chiappetta
2. Advanced Accountancy, Volume-I: Principles of Accounting by S.P. Jain, K.L. Narang

Quantitative Management (FB-506)

Course objectives: This course introduces students to mathematics and statistics, emphasizing on how to apply various quantitative techniques in the support of managerial decisions in different functional areas of business. This course will also help to develop and improve a student's critical and analytical thinking skills.

Course Contents: Theory of sets, linear equations, quadratic equations, coordinate geometry, logarithm, matrix, measures of central tendency, dispersion, probability, regression, correlation.

Textbooks:

1. Mathematics with Application for Business and Economics, by E.K. Bowen
2. Introductory Statistics, by Prem S. Mann

Reference books:

1. Business Mathematics, by D.C. Sancheti and V.K. Kapoor
2. Business Mathematics, by Rafiqul Islam and Mohammad Osman Gani
3. Business Statistics, by S.C. Gupta

Core Courses: Five (5 × 3) 15 Credits

Commercial Bank Management (CB-601)

Course objectives: This course is intended to cover the all the dimensions of bank management ranging from deposit, asset-liability management (ALM), liquidity, credit, investment to equity management. While studying, the students are expected to understand different categories of services offered by a commercial bank, measure & evaluate the performance of a commercial bank, find the interest sensitive GAP & its impact over the asset portfolio of the bank, understand different money market & capital market instruments that are used as vehicle for investment, ways to manage the liquidity & reserve of a commercial bank, and set & evaluate strategies to pricing a bank's deposits and loans.

Course contents: Overview of the changing financial services industry, Impact of government policy & regulation on Industry, Organization & structure of the industry, Measuring & evaluating the performance of banks, Risk management for changing interest rates: ALM & duration gap, Investment function in financial services management, Money & capital markets instruments, Liquidity & reserve management strategies & policies, Managing & pricing deposit, Management of capital & capital adequacy, State of Basel I, II & III implementation, Lending policies & procedures: Managing credit risk, Lending to business firms & pricing business loans, Bank collateral management.

Textbook:
1. Bank Management & Financial Services, Peter S. Rose & Sylvla C. HudgeIns

Reference books:

1. Management of Financial Institutions, by Anthony Saunders
2. Investments, by Bodie, Cane & Marcus
3. Practical Course Materials on Credit Management practiced by Commercial Banks

Credit Management (CB-602)

Course objectives: The objective of this course is to provide an understanding of the concepts, processes and techniques that underpin best practice across a range of credit environments. A further mission of the course is to strengthen students' analytical skills by extending critical thinking when applying accounting and financial knowledge in the practice of lending; particularly assessing a borrower's financial position during and after a lending decision is made.

Course contents: Management of bank funds: sources and uses of funds, bank lending: policies and procedure, lending to business firms; securities for bank advances, guarantees, working capital and term loan financing, loan documentation, credit assessment and risk grading – internal credit risk rating system, default risk models, what if: credit risk stress testing.

Textbooks:

1. Bank Management and Financial Services by Peter S. Rose and Sylvia C. Hudgins
2. Management of Bank Credit by H. R. Suneja

Central Banking (CB-603)

Course objectives: The objective of this course is to provide an understanding of the purposes and functions of central banks and the challenges they confront. A major discussion of this course is on monetary policy. The course considers the instruments available to the monetary authorities to achieve the aims and assesses the relative merits of the approaches to the implementation of monetary policy.

Course contents: Brief overview of central banking history, international monetary system, modern central banking rules and functions, modern central banking mandates, theoretical foundation of the practice of modern monetary policy, monetary policy regimes, monetary policy implementation, monetary policy transmission mechanism, monetary policy statement preparation and publication, theoretical foundation of financial stability, monitoring and identifying the risks of financial instability and intervention tools for ex-ante and ex-post financial instability, guidelines on risk based capital adequacy, central bank independence and transparency.

Textbook:
1. Theory and Practice in Sustaining Monetary and Financial Stability by ThammarakMoenjak

Reference books:
1. The Economics of Money, Banking, and Financial Market by Fredric S. Mishkin
2. Various relevant publications of Bangladesh Bank and Ministry of Finance

Financial Markets and Institutions (CB-604)

Course objectives: This course is a gateway course to other major courses in the stream of finance. It provides a foundation that students will need in advanced finance classes. This course is designed to help understand the mechanics of financial instruments and market participants.

Course contents: Introduction to financial markets and an evaluation of the institutions, instruments and participants involved in the industry, evaluation of equity, money, bond, futures, options and exchange rate markets, investigation of various institutional participants and different types of financial instruments.

Textbook:

1. Financial Markets and Institutions by Jeff Madura

Reference book:

1. Foundations of Financial Markets and Institutions by Frank J. Fabozzi, Franco Modigliani, Frank J. Jones, andMicheal G. Ferri

Foreign Exchange Management (CB-605)

Course objectives: The objective of this course is to provide the basic concepts of foreign exchange while highlighting the recent changes in foreign exchange and foreign trade that give rise to different new areas to explore. After completion of this course, students are expected to understand the needs and functions of foreign exchange markets and international financial markets along with multifarious work management in foreign exchange branches of commercial banks.

Course contents: Foreign exchange and international financial system, architecture of foreign exchange markets, participants in foreign exchange markets (arbitrage, speculation, hedging), exchange rate determination, types of foreign exchange operations (spot, forward, FX swaps, currency swaps, futures and option) and documentation, relationship between the changes of exchange rates and the dynamics of fundamental economic factors (balance of payments, inflation, interest rates, expectations), nature of foreign exchange exposure and risk and its management, structure of the balance of payments and main relations between economic transaction in the balance of payments, export and import financing, international investment and capital flow, foreign exchange scenario in Bangladesh.

Textbooks:

1. Foreign Exchange and Risk Management by Syed Ashraf Ali
2. International Financial Management by Jeff Madura

Reference book:

1. Money, Interest and Banking in Economic Development by Fry J. Maxwell

Elective Courses: Any Four (4 × 3) 12 Credits

Corporate and Retail Banking (EB-606)

Course objectives: The objective of the course is to introduce the students with the knowledge about activities conducted in corporate and retail banks from the perspective of Bangladesh and around the globe. It contains mathematical application, case studies on banks and study of distinguished articles which will enhance the practical knowledge of students besides their theoretical knowledge.

Course contents: Introduction to corporate and retail banking, overview of the changing financial services sector, retail banking in Bangladesh and beyond, opening and operating bank accounts, establishing new banks, branches, ATM, tele-services and website, managing and pricing deposit products, corporate

banking in banking and beyond, lending to business firms and pricing business loans, consumer loans, credit cards, real estate lending, loan sales and trading: an innovative forms risk transfers, asset securitization, mobile banking growth and driving forces, agent banking.

Textbook:

1. Bank Management and Financial Services by Peter S. Rose and Sylvia C. Hudgins

Reference book:

1. Retail Banking by Keith Pond

Marketing of Financial Services (EB-607)

Course objectives: The course focuses attention on the nature of marketing as it is practiced in a service business environment, especially in financial institutions such as banks and insurances. The service businesses face special marketing challenges and need to adopt ways to address those. The course will highlight the variety of different service types and their marketing, importance of interaction between customer and service provider, and the challenges of achieving service differentiation.

Course contents: Market, Marketing, Services: Features, Why Service Marketing? Products vs. Services; Marketing Concepts; Evolution of Marketing Concepts; Strategic Marketing: Consumer Relationship Management: Development, special features, Product development strategies, implications of new technology for bank product development, Pricing and Profitability, Demand, Pricing Methods and Strategies, Pricing Decisions, Pricing concept in Banking, Service Fees, Means of Distributing Financial Services: Barriers, Channels of Distribution for Banks; Electronic Channels, Effective Communication; Advertising; Personal Selling; Sales Promotion; Public Relation, Process, Physical Evidence, People: Partner, Passion, Gaps model.

Textbook:

1. "Marketing of Banking Services", The Indian Institute of Bankers (2003), Macmillan.

Reference books:

1. Services Marketing, Zeithaml & Bitner (2000), 2nd Edition, McGraw-Hill.
2. Principles of Marketing, Philip Kotler & Gary Armstrong, Latest Edition, Pearson.
3. Marketing Financial Services, M.A. Pezzullo, American Bankers Association (1999), Macmillan.

Digital Transformation in Financial Services (EB-608)

Course objectives: This course seeks to provide students with a clear understanding of the concept of digital banking practices and internet based modern financial services. The course is designed to update students with current developments in the banking industry with respect to the application of automation, online platform and electronic transactions. The process of digital transformation is the keystone of this course.

Course contents: Theory and operations of modern banking, recent developments and trends in e-banking activities, fundamentals of e-banking, delivery channels, data communication and network infrastructure, plastic money, electronic payment system, mobile financial services, security issues of online banking, IT risk and risk management principles of e-banking.

Textbook:

1. E-Banking and E-Commerce by Shibli Rubayat-Ul-Islam

Reference book:

1. E-Banking by Raghunath Desai

Islamic Economics and Banking (EB-609)

Course objectives: The main objective of this course is to equip students with the knowledge of Islamic Economics, financial and banking system. Students will be able to gather the practical knowledge of fast-growing Islamic banking system which will help us to develop the required manpower needed for the industry.

Course contents: Foundation of Islamic economics, Islamic microeconomics, Islamic macroeconomics, Islamic financial system, Islamic banking around the world and in Bangladesh. Foundation and development of Islamic banking, concepts, objectives, and basic features of Islamic banking, funding an Islamic bank and mobilizing deposits, modes of investment of Islamic banks, projects financing criteria of Islamic banks, problems and prospects of Islamic banking, central banking in an Islamic framework.

Textbooks:

1. Islamic Economics: Principles and Analysis by Adam Abdullah, Mohamed Aslam Haneef, Mustafa Omar Mohammed and Moutaz Abojeib
2. Islamic Banking: An Introduction and Overview by M. Kabir Hassan and Mervyn K. Lewis

Project Appraisal and Management (EB-610)

Course objectives: The course aims at imparting to the students' knowledge of principles of processes commonly used in project cycle management and the skills for effective application of such processes for sustainable community driven development programs. It will cover the tools and techniques for identification, analysis, design, implementation, monitoring and evaluation of programs and projects from the point of view of all stakeholders.

Course contents: Projects characteristics and type, project appraisal, social cost benefit analysis, project cost estimation, project financing, financial appraisal, project planning and scheduling, project cost control, rehabilitation of sick units, project contracts, project risk analysis, options in projects.

Textbook:

1. Project Management by K. Nagarajon

Reference books:

1. Projects: Planning, Implementation, Controlling and Financing by Prasanna Chandra
2. Practical Techniques for Effective Project Investment Appraisal by Ralph Tiffin
3. Project Appraisal and Macroeconomic Policy by Tsjalle Van Der Burg

Investment Banking (EB-611)

Course objectives: This course is one of the major courses to educate the students with the essentials of capital creation, investment management, and primary & secondary market making. The students are expected to learn how securities are placed in the market, role of investment bankers in issue management, as well as corporate restructuring and corporate advisory.

Course contents: Introduction to investment banking, Difference between merchant banking and investment banking, Major functions of investment bankers and broad array of activities of investment bankers such as primary market making, venture capital, financial engineering, IPO: shelf registration, Details of rights offer: the use of rights issue, issue terms and related problems, Underwriting methods, Role of underwriters to manage and market a new issue, Book building process, Types of underwriters, Significance of underwriting, Private placement, Offer price determination, Firm valuation models, Technical analysis and investment choices, Analysis of offer documents, Overview of present industry practice.

Text book:

1. Rosenbaum & Pearl, Investment Banking: Valuation, Leveraged Buyouts, and Mergers & Acquisitions, John Wiley & Sons, Inc. 2013

Reference book:

1. The Business of Investment Banking: A Comprehensive Overview written by K. Thomas Liaw (third edition, Wiley 2012).

Management Fundamentals (EB-612)

Course objectives: The course of Fundamentals of Management is planned to discuss management theories, concepts, techniques, and practices in the context of complex, dynamic, changing and globalizing business world. Applying the functional or process approach to the study of management, the discussion will cover all main management functions: planning, organizing, directing and controlling. This will prepare students with a framework for understanding and analyzing the nature of managerial works and the determining factors of managerial success.

Course contents: This course contains management concepts, nature and purpose of managerial functions of business administration; planning: objectives, strategies and policies, essential steps in planning; decision making; nature and purpose of organizing; basic departmentation; line and staff authority relationships; decentralization of authority; committees and group decision making; the system and process of controlling; control techniques; coordinating and motivating approaches to business administration; basics of human resource management.

Textbook:

1. Management, by Harold Koontz, by Cyril O' Donell and Heinz Weihrich

Bank Investment Analysis (EB-613)

Course objectives: This course will teach students how to build rigorous financial models in Excel that integrate the Balance Sheet, Income Statement, and Statement of Cash Flows. Valuation is one important output of the model. Students will also learn how to model Leveraged Buyouts (LBOs) and Mergers & Acquisitions in Excel. As a capstone project, students will initiate coverage on a company and write a stock report, with an accompanying financial model and present their findings to the class. The class is designed for students seeking a career in Investment Banking, Equity / Fixed Income Research, or Private Equity.

Course contents: This course includes topics like investments; securities; securities market; sources of financial information, statistical concepts; expected returns and risk; bonds and its valuation; stock valuation; market, industry and company analysis; stock price indices and averages; short and long term investment of bank funds; technical analysis; investment companies; introduction to options and futures.

Textbooks:

1. Investments, by Bodie, Kane and Marcus
2. Modern Portfolio Theory and Investment Analysis, by Elton and Grubber
3. Investment Analysis and Management, by Charles P. Jones
4. Security Analysis and Portfolio Management, by S. Kevin

Treasury Management (EB-614)

Course objectives: This course is designed to give an overview of the treasury function of financial institutions with special concentration on bank, thus, will facilitate a better understanding of the major facets of treasury and financial risk management. After completing the course, the students will be able to analyze the changing role of treasury function in banks and financial institutions in the competitive environment and examine various strategies for improving treasury operations.

Course contents: Basics of treasury management, functions of bank's treasury, structure of bank treasury, treasury products of banks, types of treasury risks and their management (interest rate, foreign exchange, credit, operation), asset-liability management, liquidity management, investment management, foreign exchange market management, derivatives, securitization, treasury policies for debt.

Textbook:

1. Bank Treasury Managementby Vincent Baritsch

Reference books:

1. Corporate Treasury and Cash Management by Robert Cooper
2. Treasury Management by Alan Hudson, Mark Logan and Alan Colley
3. Bank Management and Financial Services by Peter S. Rose and Sylvia C. Hudgins

Business Research Methodology (EB-615)

Course objectives: This course is designed to provide students with a basic understanding of research and its relevance to businesses. Upon successful completion of the course, students will earn a level of competence in business research whereby they will be able to analyze business problems and use scientific research as a problem-solving tool.

Course contents: Research in business, ethics in business research, research design, qualitative research, observation studies, experiments and surveys, measurement and measurement scales, questionnaires and instruments, sampling, data preparation and description, exploring, displaying and examining data, hypothesis testing, measures of association, presenting insights and findings, writing reports.

Textbook:

1. Business Research Methods by Donald R. Cooper and Pamela S. Schindler

Reference books:

1. Research Methods for Business Students by Mark Saunders, Philip Lewis and Adrian Thornhill
2. Business Research Methods by William G. Zikmund, Barry J. Babin, Jon C. Carr, Atanu Adhikari and Mitch Griffin

Business Statistics (EB-616)

Course objectives: This course is designed to provide an introduction to business statistics emphasizing on how to apply various statistical techniques in the support of managerial decisions in different functional areas of business.

Course contents: Introduction, organizing and graphing data, types and shapes of histograms, numerical descriptive measures, measures of central tendency, measures of dispersion, measures of position, sampling distribution, linear correlation, simple linear regression, time series, index numbers.

Textbook:

1. Introductory Statistics by Prem S. Mann

Reference book:

1. Statistics for Management by David S. Rubin Richard I. Levin

Management of Financial Institutions (EB-617)

Course objectives: This course is the application of modern finance theory to the financial decision making and management of banks and non-bank financial institutions particularly from a risk perspective. After completing this course students will understand the risks such as interests rate risk, credit risk, market risk, liquidity risk, operational risk etc. confronted by financial institutions. Students will also be able to apply relevant techniques to measure and manage them.

Course contents: Financial services industry, specialness of FIs and financial intermediation risk, off-balance-sheet risk, interest rate risk-I and II, credit risk-I and II, sovereign risk and foreign exchange risk, liquidity risk, liability and liquidity management, operational risks management, capital adequacy.

Textbooks:

1. Fundamentals of Financial Institutions Management by M. Cornett and A. Saunders
2. Bank Management and Financial Services by Peter S. Rose and Sylvia C. Hudgins

Risk Management in Banking (EB-618)

Course objectives: The goal of this course is to understand how risks are categorized, quantified, monitored and managed within banks utilizing the relevant regulatory requirements. It deals with analyzing economic rationales for risk management, studying methods to assess the risk, analyzing on and off balance sheet techniques to manage risk as well as discussing contemporary events and their implications for effective risk management in banks.

Course contents: Fundamental issues of risk management, commercial banking business models, asset-liability management, quantifying managing interest rate risk, off-balance sheet approaches to interest rate risk management; banking risk measurement: Value at risk; comparison of ALM and VaR approaches to risk management, role of securitization in asset liability management, credit risk, liquidity risk, operational risk and abuse of financial services, foreign exchange risk management, regulation as a force shaping the banking sector, managing internal control and compliance risk, stress testing.

Textbooks:

1. Risk Management in Banking by Joel Bessis
2. Managing Bank Risk: An Introduction to Broad-Base Credit Engineering by Morton Glantz

Reference book:

1. Financial Institutions Management: A Risk Management Approach by Saunders and Cornett

Corporate Governance (EB-619)

Course objectives: The objective of the course is to provide students with the knowledge of basic codes of ethics and social responsibility related to business environment. The course also aims at offering students with a comprehensive knowledge of corporate governance followed by different types of organizations.

Course contents: Business ethics concept, theories and tools of business ethics, social responsibility of business, managerial ethics, corporate ethics, ethical expectations from employees, employers, buyers and sellers, corporate governance concept, corporation, shareholders, ownership, directors, monitoring, management, performance, corporate governance in the banking industry of Bangladesh, case studies on corporations in crisis.

Textbooks:

1. Business Ethics by A.R. Khan
2. Corporate Governance by Robert A.G. Monks and Nell Minow

Reference books:

1. Prudential Regulations for Banks: Selected Issues, Bangladesh Bank, January 2014
2. Corporate Governance by Kesho Prasad

Business Mathematics (EB-620)

Course objectives: The objective of the course is to introduce the students with the concepts and techniques of mathematics and quantitative skills that will help them to solve the numerical problems in the business arena.

Course contents: Number system, indices and surds, theory of sets, logarithm, linear equations, quadratic equations, coordinate geometry, progression.

Textbook:
1. Mathematics with Application for Business and Economics, by E. K. Bowen

Reference books:
1. Business Mathematics by D. C. Sancheti and V. K. Kapoor
2. Business Mathematics by Md. Rafiqul Islam and Mohammad Osman Gani

Principles and Practices of Banking (EB-621)

Course objectives: This course is designed to familiarize the students with banking activities, mechanism, techniques and provision required to conduct and manage the business of banking in Bangladesh as well as around the globe.

Course contents: Banking structure and system, financial system and banking structure in Bangladesh, banker and customer relationship, opening and operating bank accounts, negotiable instruments, cheque, bill of exchange and promissory note, the paying banker and collecting banker, endorsement, loans and advances, types of securities, modes of creating charge, guarantees, commercial banking, liquidity management, central banking, letter of credit and others.

Textbook:
1. Banking Law and Practice by P.N. Varshney

Reference books:
1. Banking by N.T. Somashekar
2. Banking Law and Practice by S. N. Maheshwari
3. Business of Banking by R.M. Debnath

Managerial Economics (EB-622)

Course objectives: The purpose of this course is to apply micro economic concepts and techniques in evaluating business decisions taken by firms. The emphasis is on explaining how tools of standard price theory can be employed to formulate a decision problem, evaluate alternative courses of action and finally choose among alternatives.

Course contents: This course offers the scope and coverage of the subject; Matter use of mathematical logic, graphs and models; firm, household and the national economy; theory of demand and supply, equilibrium and shifts in substitution effects; regression techniques and demand estimation; theory of production, economies of scale, factor productivity; cost theory and factor pricing: classification of costs; short- and long-run trend, average and marginal cost and revenue; theory of production: scale and factor productivity, determination of marginal values, optimization of costs and output; market structure: monopoly, oligopoly, monopolistic competition and perfect competition, price and output decisions under different market forms; technological change, productivity and economic growth; business environment, investment climate and government policy.

Textbook:
1. Managerial Economics, by H. C. Peterson and W. C. Lewis

Fundamentals of Insurance (EB-623)

Course objectives: This course offers a detailed understanding on the life and non-life insurance products, the structure of life and non-life insurance companies and the comprehensive aspects of their operations.

The scope and the area of implementation of such insurance companies and products will also be delineated. In addition, the learners will gain an understanding of how the current market practice has developed over the life and non-life insurance issues.

Course contents: Concepts of Insurance and Law of Insurance, Evolution of Insurance Laws: History, scope and development of Insurance Law, - From Insurance Act 1938 to IRDA Act 1999, Contract of Insurance, Features of Insurance Contract, Parties to contract, Classification of Contracts of Insurance based on nature of event, nature of interest affected, and nature of insurance. Subject matter of insurance, Insurable interest, Life insurance, Property insurance, insurance of Third parties interests, Nature of Risk, Risk Management, Duration and Renewal of Policies.

Textbooks:

1. Life Insurance Products and Financing, by D.B. Atkinson & J.W. Dallas
2. Insurance Principles and Practices, : M.N Mishra and Dr. S.B. Mishra, S. Chad & Company Ltd., New Delhi, India.

Reference books:

1. Insurance Principles and Practice, R. S. Sharma, Vora and Co. Pvt Ltd, Bombay,India.
2. Insurance Business in Bangladesh, Shahid Uddin Ahmed, Bureau of Business Research, Dhaka University, Dhaka.
3. Insurance Principles, Practices and Legislation, M.K. Ghosh and A.N. Agarwala.
4. Risk and Insurance, Denenberg H. S., Ejlers R. D. and Harfman, G.W., Prentice-Hall

Fundamentals of Marketing (EB-624)

Course objectives: The course is designed to provide students with some basic components of marketing. The aim of this course is to provide students with a basic introduction to the marketing environment, the marketing mix, marketing management, and the role of marketing in a global society. This course provides students with a consumer-oriented perspective that extends beyond traditional marketing knowledge in order to help students understand the roles of social and psychological forces in the planning of marketing strategies.

Course contents: In this introduction to marketing management, you will learn how to make effective marketing decisions, including assessing marketing opportunities and developing marketing strategies and implementation plans. Course topics include market-oriented strategic planning, marketing research and information systems, buyer behavior, target market selection, competitive positioning, product and service planning and management, pricing, distribution, and integrated communications, including advertising, public relations, Internet marketing, social media and sales promotions.

Textbook:

1. Principles of Marketing, by Philip Kotler

Financial Analysis and Control (EB-625)

Course objectives: The objective of this course is to provide students with a framework for analyzing a firm's past performance, estimating its future performance and valuing its equity. The course integrates key concepts from accounting, finance, economics and business strategy and applies them to financial decision-making.

Course contents: Overview of financial statement: business analysis and its types, component of business analysis, financial statements, links between financial statement, comparative FSA, common-size FSA, ratio analysis, equity analysis, cash flow analysis, prospective analysis with details, credit analysis and its components, return on invested capital, operating activity and liquidity analysis.

Textbook:

1. Financial Statement Analysis by K. R. Subramanyam and John J. Wild

Reference book:

1. Financial Statement Analysis and Security Valuation by Stephen H Penman

Faculty Members

	Teachers' Details	Designation
	**Dr. Md. Rafiqul Islam** BSc (Hons.) & MSc. (Mathematics), MBA (Finance), DU PhD (International Trade), University of Dhaka Specialization: International Finance, Business Research, Risk Management in Financial Institutions	Professor
	**Shibli Rubayat-Ul-Islam** B. Com and M. Com (Finance & Banking), University of Dhaka Chairman, Bangladesh Securities and Exchange Commission, Dhaka Specialization: Law and Practice of Banking, Foreign Exchange and International Business, E-Banking & E-Commerce	Professor
	**Dr. Md. Main Uddin** BBA (Finance and Banking), University of Dhaka MBA (Banking), University of Dhaka PhD (Economics), Tohoku University, Japan Specialization: Microfinance, Poverty Alleviation, Social Capital, Risk Management in Banking, Informal Credit Markets	Professor
	**Dr. Hasina Sheykh** M.Com (Banking, DU), MBA (Corporate Strategy & Economic Policy, MsM) PhD (UWA, Australia) Specialization: Employee Relations, Monetary Policy, Service Marketing	Professor
	**Dr. Md. Shahidul Islam** BBA (Finance), MBA (Banking), University of Dhaka PhD (Economics), Tohoku, Japan Specialization: Microeconomics of Banking, Micro econometrics of Banking, Contemporary issues in Banking and Economics, Financial Markets & Institutions, Econometrics	Professor & Chairman
	**Dr. Abdullah Al Mahmud** Ph.D. in Int. Economics & Finance -Brandeis University, USA MSc. (Int. Econ. & Finance), MBA (Finance)- Brandeis University, USA BBA (Finance), MBA (Banking), University of Dhaka Specialization: Corporate Finance, Financial Market, Venture Capital, Investment, Secondary Interest: Microeconomics, Investment and Merchant Banking, Financial Modeling	Professor

Teachers' Details	Designation
 **Dr. Naheed Rabbani** BBA (Finance & Banking), MBA (Banking), University of Dhaka MA (Economics), Nagoya University, Japan PhD (Economics), Nagoya University, Japan Specialization: Capital Structure, Dividend Policy, Asset Pricing	Professor
 **Dr. Raad Mozib Lalon** PhD in Banking, MBA & BBA in Banking, University of Dhaka Specialization: Bank Fund Management, Project Appraisal & Management, Multinational Financial Management, Financial Markets & Institutions	Professor & Director Executive MBA Program
 **Mohammad Ariful Islam** M.Sc in Finance (Strathclyde, UK) MBA in Banking, University of Dhaka BBA in Finance, University of Dhaka Specialization: Finance & Economic Research	Associate Professor
 **Dr. Sadia Noor Khan** PhD (Japan) MBA & BBA in Banking, University of Dhaka Specialization: Financial Inclusion, SME Financing	Associate Professor
 **Dr. Md. Jahir Uddin Palas** BBA in Banking (University of Dhaka) MBA in Banking (University of Dhaka) MSc in Banking and Risk (University of Edinburgh) Ph.D. in Finance (University of Edinburgh) Specialization: Bank Stability, Bank Regulation, Technology driven solutions for finance and health etc.	Associate Professor
 **Dr. Md. Tanvir Hamim** MSc in Finance and Investment,University of Nottingham, UK MBA & BBA in Banking, University of Dhaka Specialization: Managerial Finance, Capital Market Analysis, Investment Banking, and Fixed Interest Investment	Assistant Professor

Teachers' Details	Designation
 **Md. Asif Nawaz** MSc (Banking & Finance), University of Nottingham, UK BBA & MBA (Banking), University of Dhaka Specialization: Central Banking, Islamic Banking, Commercial Bank Management	Assistant Professor
 **Tasneema Khan** MSc in Banking and Finance, University of Nottingham, UK BBA & MBA (Banking), University of Dhaka Specialization: Corporate Governance, Islamic Banking	Assistant Professor
 **Shagufta Shaheen** MSc in Banking and Internation Finance, City University of London, UK BBA & MBA in Banking, University of Dhaka Specialization: Banking and Finance, Risk Management, Corporate Governance	Assistant Professor
 **Benazir Imam Majumder** MSc in Insurance and Risk Management, City University of London (UK) BBA in Banking & MBA in Insurance, University of Dhaka Specialization: Development Economics, Insurance and Risk Management	Assistant Professor
 **Md. Johir Rayhan** BBA & MBA in Banking, University of Dhaka Specialization:	Lecture

Faculty Members on Leave

Teachers' Details		Designation
	**Md. Nazmul Hasan** (on Study Leave) MSc. (Finance), University of Manchester, UK BBA & MBA (Banking), University of Dhaka Specialization: Bank Management, Credit Management, Investment Banking, Foreign Exchange Management	Associate Professor
	**Bipasha Barua** (on Study Leave) BBA in Banking & MBA in Insurance, University of Dhaka Specialization: Insurance, Risk Management in Insurance & Micro-Insurance	Assistant Professor
	**Sabiha Farzana Moonmoon** (on Study Leave) MBA, North Carolina State University (USA) BBA & MBA (Banking), University of Dhaka Specialization: Credit Risk Management, Financial Inclusion	Assistant Professor
	**Khalid Bin Amir** BBA in Banking & Insurance, University of Dhaka MBA in Banking, University of Dhaka	Assistant Professor
	**Golam Ramij** (on Study Leave) BBA in Banking & Insurance, University of Dhaka MBA in Banking, University of Dhaka	Assistant Professor
	**Afrin Sultana** (on Study Leave) BBA in Banking & Insurance, University of Dhaka MBA in Banking, University of Dhaka	Assistant Professor

Administrative Support Staffs (Executive MBA Program)

	Support Staffs' Details	Designation
	**Mohammad Abdul Ghani** Job: Description: Official Work	Senior Administrative Officer
	**Md. Habibur Rahman** Job: Description: Official Work	Senior Assistant
	**Md. Aminul Islam** Job: Description: Official Work	Senior Assistant
	**Md. Saiful Islam**	Lab Attendent
	**Md. Abu Taher Molla**	Office Shahayak



Banking and Insurance Club

Club Moderator
Dr. Md. Tanvir Hamim
Assistant Professor

Being a student is one of the most important experiences of a person's life. In addition to academic pursuits, extracurricular activities make up a valuable part of overall university experience. Keeping this in mind Banking and Insurance club started its journey back in 2007 with a view to creating a platform for students to engage in a broad array of cultural, academic, social and leadership activities. The chairman of the department acts as a chief-patron and another faculty member is appointed as a moderator to supervise the students' activities. The club is run by students in a form of executive committee which is elected each year with representatives from every batch. Each and every student will become a member of this club by paying a minimal fee each semester.

Banking and Insurance Club represents the interests of all existing students of the department. The aim of this club is to encourage participation in a vast array of social, sporting and cultural activities and events which educate the students with set of real world skills that they can utilize in the long run. Students bring their skills and interests to this platform and that is what makes this club such a vibrant community.

Previous Activities of the Club at a glance:

- Workshops, seminars, symposiums
- Cultural events and competition
- Sports tournaments
- Debate competition
- Business quiz competition
- Picnics
- Wall magazine
- Community service
- Voluntary activities in different academic events