



5/9/2020

# Online Admission

Platform: [apply.cub.edu.bd](http://apply.cub.edu.bd) & miEms

Content Inside...

ONLINE APPLICATION, APPROVAL, PAYMENT,  
AND ADMISSION

CANADIAN UNIVERSITY OF BANGLADESH

# Student Course Registration process

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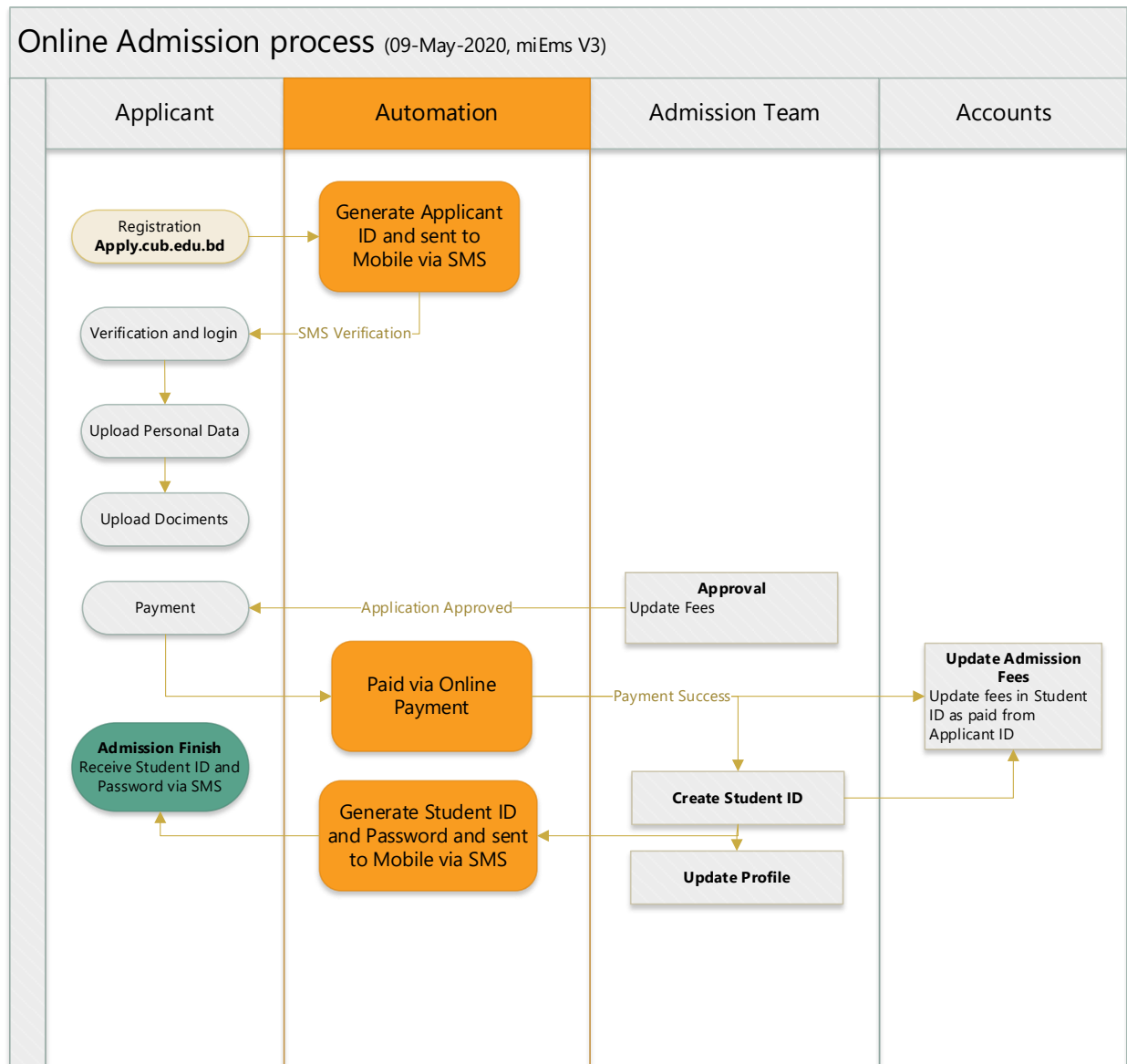
## 1. Introduction

Canadian university of Bangladesh establish online Application and Admission system that will save time and ensure distance activity for all relevant stakeholder which include Student, Admission team, Accounts and Registration team.

The application is made with latest coding technology which is accessible from any browser and almost from any device. Using Mobile friendly script which can allow to use this even in very low bandwidth.

## 2. Online Admission Process

There are Six user segments are related with course registration process. Every user needs to complete their own activity to finalize the whole process.



## 3. Address for online Admission

The portal is accessible over the internet from anywhere

Application Link: <http://apply.cub.edu.bd>

The address is also linkup with official home page

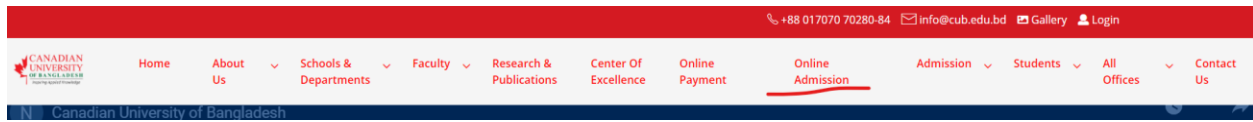
**Menu Name:** Online Admission

Web: [www.it.cub.edu.bd](http://www.it.cub.edu.bd)

Email: [it@cub.edu.bd](mailto:it@cub.edu.bd)

## Menu Location:

- 1) Main menu



## 4. Online Admission Application

1. New Applicant can do self-registration from here
2. Existing Applicant can login from here

The image displays the online admission application form. On the left, there is a light blue box with the university's logo and a heading 'Choose Appropriate one for Registration'. Below the heading are four links: 'Applying for Undergraduate Programs (HSC Passed student)', 'Applying for Undergraduate Programs (A Level student)', 'Applying for Undergraduate Programs (Others student)', and 'Applying for Graduate Programs'. On the right, there is a white box with a heading 'Have you already applied? If Yes, Please Login here.'. Below the heading are two input fields: 'Mobile No.' and 'password', each with a corresponding icon (a mobile phone and a lock). A blue 'Login' button is positioned below the password field.

## 5. Registration form

Applicant need to submit some basic information for registration. A valid mobile number is needed for every registration. An OTP will send to this number for verification

**Registration Information**

Full Name

Please ensure that your name shall be the same it appears in SSC or equivalent certificate.

Mobile No.

This will be your login id.

Email

Password

Confirm Password

5160

Type the characters you see in the picture below.

captcha code here

[Register](#)[Reset](#)**Admission Policy in Canadian University of Bangladesh**

Minimum requirements for getting admission into Canadian University of Bangladesh (CUB) strictly follows the rules and guidelines prepared by the University Grants Commission (UGC). The rules are stated as below:

## 6. Application ID verification

Applicant will receive a confirmation SMS to their registered mobile phone with followong essential information

1:15 PM

Dear Shariat Ullah

Thanks for your registration.

Your Applicant ID: [2020008](#)Your Login ID: [01749683233](#)

Password: 1234


[www.apply.cub.edu.bd](http://www.apply.cub.edu.bd)

## 6.1. ID verification form

**Application ID Verification (2FA)**

Application ID sent

Your Application ID sent to your Mobile Number **01749683233**. Please check your SMS and put the number below. If not found, click [resend](#).



Application ID

Verify Application ID


Don't have an account! [Sign Up Here](#)


## 7. Application Interface (Menu)


A very simple interface can help applicant to fill-up quickly from their browser


Only three menu makes this even easier


## 7.1. Applicant Information


 **Application**


 Welcome,  
Shariat Ullah

 Application Information

 Essential Documents

 Application Status

 Change Password

 Log Out

### Application Information

**Name of Applicant\***

**Contact Number\***

**E-mail**

**Semester**  

SUMMER-20

**Select Program**

**How do you know about us?**

☒ CUB Student.

☐ Social Media.

☐ CUB Website.

☐ CUB Employee/Faculty.

☐ From CUB Family.

## 7.2. Essential Documents

Student need to upload their own picture and previous academic documents

### Your profile image



Smile.jpg

Upload your picture(Supported image: JPEG, PNG) Maximum size allowed 3 MB

### Add your Academic Documents

Exam Name *	<input type="text"/>
Name of Institute *	<input type="text"/>
Board/University/Country	<input type="text"/>
GPA/Division	<input type="text"/>
Passing Year	<input type="text"/>
Discipline	<input type="text"/>
File Type	<input type="button" value="Choose File"/> No file chosen
	<input type="text" value="Mark sheet"/>
<input type="button" value="Add information"/>	



## 7.3. Application Status

### 7.3.1. Fresher status

Applicant have to wait for approval after submission of all essential documents

#### Application Status

Welcome to Canadian University of Bangladesh Admission Portal. We are with you in every moment. Aim high & dream big.

Please contact if you face any issue (+8801707070280, +8801707070281, +8801707070282, +8801707070283, +8801740491318)

Name of Applicant :

Contact Number :

E-Mail :

Trimester :

Program :

**Application Status:**

(Documents are being processed. Pending for verification. )

Note: Please wait for the SMS to confirm validation of documents. Once confirmation SMS received, proceed payment through 'Payment Gateway'. CUB authority reserves the right

### 7.3.2. Application Approved

Authorized Admission team members can approve any application and setup fees information from their miEms portal. A payment options will be visible in applicant portal after approved by admission team.

#### Application Status

Welcome to Canadian University of Bangladesh Admission Portal.

Almost done. Your journey begins here.

Please contact if you face any issue (+8801707070280, +8801707070281, +8801707070282, +8801707070283, +8801740491318)

Name of Applicant :

Contact Number :

E-Mail :

Trimester :

Program :

**Application Status:**

(Documents have been verified. Eligible for getting admission) Note: Please proceed for payment through 'Payment Gateway'.

Your Fees for admission is: 15000.00

Admission Fee = 15000 BDT

Trimester Fee = 4000 BDT

Admission Fee Discount for Summer

2020 = 4000 BDT

Total Payment during Admission after

discount = 15000 BDT

[Including Semester Fee]

Admission

[Pay Now](#)

Pay With



### 7.3.3. Payment success and ready for Admission

After successful payment Applicant have to wait for creating Student ID for them. Admission team need to create ID and share information for applicant.

#### Application Status

Welcome to Canadian University of Bangladesh Admission Portal.

#### Congratulations!

You are a student of our University now. Welcome to the CUB family.

Name of Applicant : Prince

Contact Number : 01749683233

E-Mail : prince@cub.edu.bd

Trimester : SUMMER-20

Program : CSE

**Application Status:**

(Payment has been Successful. Congratulations. You will receive your Student ID and login details shortly)

Note: Contact Admission Office for further (+8801707070280, +8801707070281, +8801707070282, +8801707070283, +8801740491318)

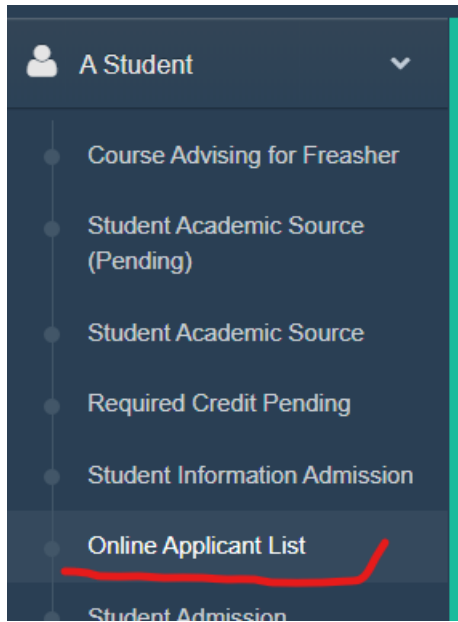
## 8. Admission team Activity

### 8.1. Approved Application and Fees setup

Authorized **miEms** user can see a list of all applicant to their portal

**Menu name:** Online Applicant list

**Manu Location:** Student



#### All Applicant List

Applicant ID	Contact	Program	Referrar	Application Status	Payment Status	Fees	Documents
2020008				Approved	Pending	<a href="#">✍ Update Fees Data</a>  <b>BDT 15000.00</b> Admission Fee = 15000 BDT Trimester Fee = 4000 BDT Admission Fee Discount for Summer 2020 = 4000 BDT Total Payment during Admission after discount = 15000 BDT [Including Semester Fee] Admission	<a href="#">👁 View Docs</a>
2020007	Sadia Mahfuz 01611446211 mahfuzsadia1987@gmail.com	SUMMER-20 ENG	S.Media	Applied	Not Defined	<a href="#">✍ Update Fees Data</a>  <b>BDT 0.00</b>	<a href="#">👁 View Docs</a>
2020006	MD.OMAR FARUK 01829342477	SUMMER-20 EEE	NewsPaper	Applied	Not Defined	<a href="#">✍ Update Fees Data</a>	<a href="#">👁 View Docs</a>

Application will approved automatically once fees data is updated. The fees data is only with two fields

1. Fees amount in BDT
2. Fees details

### Fees Information for 2020008

**Net Fees**  
(In BDT)

**Fees Details**

Admission Fee = 15000 BDT  
 Trimester Fee = 4000 BDT  
 Admission Fee Discount for Summer  
 2020 = 4000 BDT  
 Total Payment during Admission after  
 discount = 15000 BDT  
 [Including Semester Fee]  
 Admission

Save Information for "2020008"

## 8.2. Create Student ID and share with Applicant

After successful payment done by any Applicant, Admission team can create Student ID once they can see the Payment Status is as **"Paid"**. The activity is remaining same as previous system.

2020001	Prince 01749683233 prince@cub.edu.bd	SUMMER-20 CSE	MOU 123124	Approved	Paid	BDT 9.57 Update Fees Data View Docs
						BDT 9.57 Admission Fee = 15000 BDT Trimester Fee = 4000 BDT Admission Fee Discount for Summer 2020 = 4000 BDT Total Payment during Admission after discount = 15000 BDT [Including Semester Fee] Admission

An SMS will be sent automatically to Applicant mobile number with Student ID and Password. Admission team can share the ID with others way also.

***Student now able to access miEms portal with their Student ID and Password***

## 8.3. Update Payment data in Student Portal

Payment data need to update for every student as previous system.

## 9. Conclusion

The online Admission process can save our valuable time for every relevant department.

**End of the document**