Office of the Registrar
UNIVERSITY OF LIBERAL ARTS
BANGLADESH

12 September 2026

NOTICE
Add/Drop Courses for Fall 2026

Add/Drop of undergraduate courses for Fall 2026 will be held on 13, 14, 15 & 16 September 2026. Students are requested to follow the following for Add/Drop course(s).

1. Each student should meet to his/her Faculty Advisor directly or via email who will add/drop courses directly into the computer system;
2. Email request must come from student's ULAB email address.
3. Use the following format in the body of email to request for add/drop

Dear Sir/Madam: My name is _____ and ID is _____ Cell# _____ Please ADD the following course (s): 1.Course code: Course Title: Section: Please DROP the following course (s): 1.Course code: Course Title: Section:

4. Students having **'F' grade** in any course in the previous term must register those courses in order to avoid **'Probation'**.
5. Students are advised **not to take back to back 3 (three) classes (8:00am, 9:25 am and 10:50 am slots or 12:15 pm, 1:40 pm and 3:05 pm slots) on a single day. Back to back classes may result in 3 back to back midterm exams.**
6. Students on Final Probation (CGPA below 2.00 for last three consecutive terms) are also requested to meet the Department Coordinator or Head for taking their courses.

***Please note that Registrar's Office will not do any Add/ Drop.**

Rahman
12-9-26
Sk. Habibur Rahman
Additional Registrar