



Pharmacy Department

Guide Book

Message from Head of the Department

Welcome to the Department of Pharmacy of Daffodil International University. Pharmacy is a noble profession which is concerned with handling of all aspects of drugs. The Department of Pharmacy that has been accredited by the Pharmacy Council of Bangladesh and approved by the University Grants Commission of Bangladesh offers quality education and research in Pharmaceutical Sciences. The Department of Pharmacy has designed the courses for Bachelor of Pharmacy, B. Pharm (Hons.) for a 4 years program consisting of 8 semesters with 160 credits to provide with in-depth knowledge in pharmacy and related fields. As the Head of the Department, I feel proud that we have started our journey with rigorous curriculum, good laboratory facilities and a team of highly qualified faculty members who achieved higher degrees from abroad and renowned universities in the country to provide highly qualified and skilled pharmacists to serve pharmaceutical sectors at home and abroad as well as other government sectors related to health and research. Thank you for exploring our website. Hope it would provide you with information about all related to enquiries. If you need more, please feel free to contact with us.

Description of the Program

Daffodil International University (DIU) established the Department of Pharmacy under the faculty of Health and Life Sciences in November, 2008 for fulfilling the requirements of University Grants Commission (UGC) and accredited by Pharmacy Council of Bangladesh (PCB). In parallel, the department also started its full-fledged activities in Daffodil Smart City, Birulia, Savar, Dhaka-1216 since 2017 with all sorts of facilities to build up highly knowledgeable and competent pharmacist.

Student Admissions Policy of B.Pharm:

1. The applicant must be a permanent citizen of Bangladesh. Foreign students can apply for admission only in the seats reserved for foreign students by the government.
2. The total GPA in the SSC / equivalent and HSC / equivalent examinations in the science should be 8.00 (on a scale of 10), but the GPA in any examination shall not be less than 3.50 (on a scale of 5). SSC and HSC results

must individually have a minimum GPA of 4.00 (on a scale of 5) in chemistry and biology, and a minimum GPA of 3.50 (on a scale of 5) in physics and mathematics.

3. Grade 'B' in Chemistry and Biology for 'O' Level and 'A' Level. Minimum grade of C is required in Mathematics and Physics.
4. Fail or without Mathematics, students can admit but they have to complete an additional Mathematics course (03 credits) related to B.Pharm curriculum.
5. GPA standards will be determined on the basis of evaluation by the Pharmacy Council of Bangladesh from time to time.
6. Applicants for admission to the B. Pharm program must complete the admission process between the year of passing the higher secondary / equivalent examination and the following year.. For example, students seeking admission in the January 2023 session must have passed the Higher Secondary (or equivalent) examination in 2021 or 2022.
7. Foreign students seeking admission to the B. Pharm program must have completed 12 (twelve) years of education and obtain an equivalence certificate from the Pharmacy Council of Bangladesh by paying the prescribed fee.
8. The admission process must be completed based on the evaluation of a competitive written examination. In addition to the written examination, a verbal interview may be conducted for further assessment.
9. In the 1st year, 1st semester: The newly admitted students must apply for pre-registration to the Pharmacy Council of Bangladesh through the university within three (03) months of admission, along with the pre-registration fee.
10. **Verification of Certificates:**
 - (a) Before admission, the university authority must verify and certify the SSC/equivalent and HSC/equivalent examination certificates and transcripts of the applicants from education board.
 - (b) If any information provided by the student is found to be incorrect or false, the university authority will cancel the admission and take punitive action according to the law.

11. **Application Process for Foreign Students:**

To facilitate the education of foreign students alongside local students, the admission notification for foreign students must be issued in advance. Foreign students must apply to the Bangladesh Pharmacy Council within the specified time, with their application form, SSC and HSC or equivalent certificates, and transcripts duly attested by the Ministry of Foreign Affairs of their respective countries through the Bangladesh Embassy.

12. Number of Seats per Semester:

The number of seats in the Department of Pharmacy will be determined by the Bangladesh Pharmacy Council in line with the approval of the Bangladesh University Grants Commission according to the existing facilities of the university. No student should be admitted beyond the approved number of seats in the Pharmacy Department. If there is an increase in the number of seats, prior approval from the Bangladesh Pharmacy Council must be obtained.

**** Recognized Equivalence** refers to the Secondary and Higher Secondary Education Board, Bangladesh Madrasa Education Board, and the Diploma in Pharmacy (program) conducted by the Bangladesh Pharmacy Council.

**** Equivalence** means submitting copies of certificates and necessary documents from 'O' Level and 'A' Level, Bangladesh Technical Education Board, Open University, and foreign educational institutions to the Pharmacy Council of Bangladesh, along with the prescribed fee.

**** Reserved seats** refer to the number of seats pre-determined by the Bangladesh Pharmacy Council for foreign students in the university's Pharmacy Department, subject to proper approval. It should be noted that the total approved seats, including both local and foreign students, must not exceed the authorized limit. Students admitted to reserved seats will not be eligible for professional registration from the Pharmacy Council of Bangladesh after completing the B. Pharm program.

Admission Process:

Students will be selected on the basis of past academic records and performance in admission test.

Applicants finally accepted for the program will be notified of acceptance and registration withinspecific date. They will have to provide original certificate/ testimonials and mark sheets

/transcripts for all examinations passed at the time of admission. Candidates who have completed the above formalities will have to pay the admission and other fees for enrollment.

Academic Session:

Academic Session for all undergraduate programs shall extend over a period of 4 (four) academic years. One academic year is divided into two semesters, January to June and July to December. Each semester will be of 24 weeks duration with 20 weeks for class teaching; 1 week break for examination preparatory leave and 3 weeks for holding examinations.

Graduation:

To obtain the B. Pharm. (Hons) in Pharmacy degree a student will have to complete **160 credits**

with a minimum cGPA of 2.50. If any student fails in any course, he/she will get the opportunity to improve the grade by retaking the same in the subsequent semester.

Department's Location:

Room No.-101 at Inspiration Tower
Daffodil Smart City, Birulia, Savar, Dhaka-1216.

Name of the Degree

Bachelor of Pharmacy

Website Link: <https://daffodilvarsity.edu.bd/department/pharmacy>

Social Media Link: <https://www.facebook.com/groups/diupharmacia>

Name of the Program Offering Entity

The name of the program offering entity is the **Department of Pharmacy** Under the **Faculty of Health and Life Sciences**.

Vision of the Program Offering Entity

“Department of Pharmacy is committed to maintain international standard for graduate students in acquiring knowledge and skills to provide quality medicine and patient care.”

Mission of the Program Offering Entity

- A. **Inspiring Education:** To grow excellent innovative and diverse leaders and scientists in pharmacy.
- B. **Patient care:** To advance the rational and effective use of medicines to improve health through excellence in patient care.
- C. **Research:** Create new knowledge through innovative research and development.
- D. **Training:** To provide training on relevant skills required by the employers.
- E. **Ethical practice:** To inspire graduates to follow the moral and ethical guideline in their professional life.

Objectives of the Program Offering Entity

- A. **Knowledge and Skills:** Graduates of the program shall be knowledgeable along with necessary skills required in pharmaceutical industry, hospitals and institutes or where ever in the area of profession they choose necessary for successful career.
- B. **Research and Development:** Graduates shall be able to solve problems and contribute creatively to explore emerging technologies in pharmacy and allied areas.
- C. **Leadership:** Graduates shall achieve communication skills, leadership, moralities well as ethical values and be responsible to serve the society as a noble pharmacist.

- D. Entrepreneurship:** Pharmacy graduates shall be competent enough to be successful entrepreneur, develop themselves through continuous learning to become professionally successful.

Departmental Rules and Policies

Admission

Admission related task of the department is to take admission and counseling to the students and guardians. Several rules and policies are implemented by the department to conduct admission smoothly.

Admission process goes through in two ways: i) Departmental admission test, ii) Central Admission Test. There are two ways to apply for admission: i) Online Apply, ii) Collect admission form from the admission office.

Departmental admission test eligibility

Students having total GPA of 09.50 in SSC and HSC Examinations will be eligible for departmental admission test for B.Pharm program. There is no scope for direct admission here. Students need to take admission forms and submit necessary documents along with photos of students. Admission department verifies all the attached documents and then forwards them for further process. Eligible students then go to the department to take part in the admission test. Department has an admission committee who conduct the admission test on daily basis as well as final admission test.

Central Admission Test requirement:

There are lots of students bearing average results who need to seat for the central admission test. Admission test is held both in written and viva. Students need to collect admission forms with fees. And they are asked to submit that form on a certain date along with all necessary documents and photos. They are given admit cards filled up with admission date, time, program etc. After passing the exam, students go through the admission process as earlier.

Class conduction:

Classrooms

The classrooms are wide, spacious and air-conditioned with audio-visual facilities. The class rooms are also scientifically designed for a proper academic environment. A unique quality of the university is to constraint the class room to limited students. So, the teachers can deliver their lectures at ease and can meet the queries of the students efficiently.

Class hours

Pharmacy department provides theory classes in 1.15 hours and practical classes in 1.5 hours. Student's capacity for every theory class is 50 and lab class is 25.

Evaluation Policy

Examination, Evaluation and Grading:

The grading procedure will undoubtedly be transparent. Students' performance is assessed throughout the semester through class tests, quizzes, assignments, and midterm exams. The end-of-semester evaluation comprises final exams, term papers, project reports, and so forth. A student's numerical scores in exams, examinations, assignments, and so on are added together and transformed to letter grades.

Examination Committee:

There is a four-member examination committee to support all the faculty members for smooth conduction of the Midterm and Final Examinations. The committee's activities mainly involve the schedule preparation, invigilators distribution, examination scripts collection and distribution accordingly and so on.

Distribution of Marks & GPA Computation:

The distribution of marks for the performance evaluation is as follows:

i. Theory Courses

Criteria	Percentage of Marks
Class Attendance	7%
Quiz/Class test	15%
Presentation	8%
Assignment	5%
Mid Semester	25%
Semester Final	40%
Total Marks	100%

ii. Lab Courses

Criteria	Percentage of Marks
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Class Attendance	10%
Presentation/Viva-Voce/ Proj Presentation	20%
Laboratory Report / Project Report/ Lab. Note Book	10%
Laboratory Performance	20%
Final Exam	40%
Total Marks	100%

Viva-voce

Yearly a viva-voce is arranged to evaluate the students' learning throughout the year.

Project defense

Project work will be done during the last semester and a defense board will be arranged to evaluate the project work.

Grading System

Students' performance will be graded as per the UGC approved grading system which is as follows:

Numerical grade	Letter Grade		Grade Point
80% and above	A+	A Plus	4.0
75% to less than 80%	A	A Regular	3.75
70% to less than 75%	A-	A Minus	3.5
65% to less than 70%	B+	B Plus	3.25
60% to less than 65%	B	B Regular	3.0
55% to less than 60%	B-	B Minus	2.75
50% to less than 55%	C+	C Plus	2.5
45% to less than 50%	C	C Regular	2.25
40% to less than 45%	D	D Regular	2.0
Less than 40%	F	Fail	0.0

Course Withdrawal: During registration course withdrawal may be requested by the students/teachers due to overload/incomplete previous course

Incomplete (I) courses: Due to illness/emergency situation/unavoidable circumstances

Retake: Due to F grade/ Improvement of grade/Course Dropout

Grade Improvement: D/C grade

Course Dropout: Retake course

Course GPA

To facilitate assessment of student progress in the Department, GPA will be assessed for all the courses. These grade point averages will be calculated beginning with the grades earned in the first academic year for Bachelor of Pharmacy students. GPA will be assessed and monitored for each semester and over the entire course of study in the B. Pharm. program (cumulative). GPA will be computed following the usual University procedures with regard to grades for repeated courses and with regard to credits transferred from other institutions for core course equivalents. The Office of the Registrar will provide the information needed to assist the Office of academic coordinator with GPA computations.

Academic Standing	CGPA Standing
3.80 to 4.00	Highest Distinction
3.65 to 3.79	High Distinction
3.50 to 3.64	Distinction
2.00 to 3.49	Satisfactory

Student counseling:

Students seek counseling for a variety of reasons. Counselors support and empower students to develop their potential, improve mental health and wellness, and define and achieve academic and personal goals.

Department of pharmacy counsel students regarding -Academic discussion, Motivational talk, Class monitoring, Registration, Result, Personal dialogue Career building and others issues. Besides this, they also conduct meetings regularly with the parents of weak students.

Here is the batch wise list of student's counselors or advisers for the fall 2024 session.

SL No	Batch	Assigned Teacher	ID
1.	25A	Mr. Md. A.K. Azad	710002001
2.	26A	Mr. Md. Sadman Hasib	710003090
3.	26B	Mr. Md. Shajib Khan	710002771
4.	27 A	Ms. Aklima Akter	710001921
5.	27B	Mr. Md. Mizanur Rahman	710002496
6.	28A	Ms. Sultana Juhara Mannan	710002835
7.	28B	Mr. Shadhan Kumar Mondal	710003089
8.	29A	Ms. Tahmina Afroz	710001915
9.	29B	Mr. Anwar Parvez	710003352
10.	30A	Dr. Md. Sarowar Hossain	710002373
11.	30B	Ms. Arpita Roy	710002648
12.	31A	Mr. Mohammad Touhidul Islam	710002498
13.	31B	Mr. Subrato Kumar Barman	710003091
14.	32A	Ms. Nazneen Ahmeda Sultana	710001932
15.	32B	Galib Muhammad Abrar Ishtiaque	710002770

Industrial Linkage:

Most of the universities have formalized collaboration with the industry in the areas of curriculum development, teaching and learning, research and development, consultancy as well as securing suitable industrial placements for students as part and parcel of a tertiary institution's core responsibilities. Like other universities, the Department of Pharmacy also believes in Industrial collaboration to help our students learn about real factory environments, new skills and industry etiquette, duties, responsibilities & opportunities of a professional industrial pharmacist, and developing a professional network.

Industry Linkage Team (Job Placement and In Plant Training)	Convener: Mr. Md. Mizanur Rahman Member: Aklima Akter Shadhan Kumar Mandol
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The Department of Pharmacy has an existing cell work on regular communication with Industry and arranges In plant training of the students (Students eligibility: 7th semester completed) as well as job placement of the students. To boost relations with Industry, the Department of pharmacy took necessary initiatives like-

- Invite industry pioneers to the Oral assessment board, Industrial training presentation board each semester.
- Arrange seminars, symposiums, and workshops on current industry and healthcare practices and invite speakers in the relevant fields.
- Arrange One day visit to the industry.
- Invite Alumni to various departmental programs as well as seminars.

The way of taking admission of Department of Pharmacy

1. New Applicant
2. Admission form checked by the Department office
3. Participate in a short admission test (Both oral & written) (Mandatory)
4. If the students are not eligible to admit in this process, then we prefer for final admission test.
5. Final Admission examination conducted by Diu management.
6. Check result in the notice board and DIU website **Students' Support against Inquiries:**

Students ask for various types of information related to the departmental services. A prospective student or a guardian wants to know various things about our department after getting admission. Such as:

- Course offer
- Class starting date.
- Mid-term and Final Examination date.
- New students ID card and Reissue ID card.
- Credit requirements and duration of the program
- Tuition fees waiver and scholarships
- Faculty members 'information.
- Pharmacy Students participated in different contests.
- Pharmacy Council of Bangladesh.

Following Information provided to the students:

A student comes to the department after getting admission. From the department the following information has been given to the student:

- Provide Course Offer: A student can get from Online and Offline Notice board. The departmental so emails the students.
- Provide Section: During advising time, the department ensures the section of every student.
- Provide Advisor's details: When a student comes to the department we give the advisor's details.
- Provide Semester Schedule: Semester schedule also provided to the students during advising time.
- Class routine: Class routine generally emails to the students and also up load in the online notice board.

Advising and Counseling:

Every student is under an advisor. A student can get all kind of advising regarding academic and other issues.

Faculty Information:

Students can get the faculty information from the departmental web site and also from the department.

Website Link: <https://faculty.daffodilvarsity.edu.bd/teachers/pharmacy.html>

Faulty Job Responsibilities:

- **Conduction of regular classes**
- **Students 'mentoring**
- **Prepare course materials**
- **Perform all duties assigned by the department & the management**
- **Research activities**
- **Final year projects upper vision**
- Organize workshops, seminars etc.

Departmental Admin Hierarchy:

Website Link : <https://daffodilvarsity.edu.bd/coordination-officer>

Admin. Officers' job responsibilities:

- . Liaison with various department for the Smooth operation of departmental activities
- . Course offer fixing with course offer committee
- . Various Bill Related job
- . Old Syllabus related students 'problem solved

- . Alumni Support
- . Defense related job
- . Degree awarding related job
- . Various Report Submission related job
- . Dues related job
- . Classrooms 'and lab rooms' problem solve related job
- . Exam Related support
- . Counseling & Processing student's re-admission form.
- . Communicating with students and guardians regarding dues issue
- . Processing student's different application like waiver, semester drop etc.
- . Solving student's mail password problem.
- . Solving student's BLC problem.
- . Informing student's reschedule class.
- . Contact with student's Parents for different purposes
- . Solving late registration issue
- . Processing student's application
- . Supported newly admitted students for different purposes

- . Solving student's class routing problem
- . Solving student's transport problem for attending class in due time.
- . Solving student's laptop issue
- . Preparing student's testimonial, Concern letter and medium of Instruction.
- . Circulating different notice to the students.
- . Providing coordination support regarding various issues
- . Assisting students to apply for Transcript, Certificate, and Convocation etc.
- . Solving different problems B.Pharm students like different conflict management, etc.
- . Supporting students for ID card issue
- . Other activities as and when required by the management.
- . Look after supporting staff to keep campus neat and clean.

- . Course registration of Pharmacy Department.
- . Daily class monitoring of Pharmacy Department.

Theory Classrooms ‘Status:

At we have 09 well-furnished classrooms which are situated in the following floors:

THEORY CLASS ROOMS' STATUS	
ROOM NO.	
	Classroom-103, Inspiration Tower
	Classroom-104, Inspiration Tower
	Classroom-402, Inspiration Tower
	Classroom-403, Inspiration Tower
	Classroom-405, Inspiration Tower
	Classroom-406, Inspiration Tower
	Classroom-407, Inspiration Tower
	Classroom-504, Inspiration Tower
	Classroom-206, Scholars Home

Lab rooms’ Status:

We have 10 well-furnished Lab Rooms which are situated in the following floor:

Lab rooms	
Room No	Lab Name
601	Research Lab
602	Pharmaceutical Microbiology Lab
603	Pharmacognosy and Phytochemistry Lab
605	Biopharmaceutics and Pharmacokinetics Lab
606	Pharmaceutical Technology and Cosmetology Lab
701	Animal House

702	Physiology and Pharmacology Lab
703	Inorganic and Physical Pharmacy Lab
704	Organic Pharmacy and Medicinal Chemistry Lab
706	Pharmaceutical Analysis Lab

Department Social Media:

Face book group link:

<https://www.facebook.com/groups/diupharmacia>

Face book page link:

<https://www.facebook.com/pharmacy.daffodilvarsity.edu.bd>

Clubs' Details:

We have following clubs:

a) Pharmacia Club :A student can join the club and explore the opportunities of himself/herself.

For more details, please go through the below link:

Social Media Link: <https://www.facebook.com/clubpharmacia>

Conclusion

Department of pharmacy, Daffodil International University has created its pharmacy curriculum following the UGC & Pharmacy Council's guidance which is also supported by IQAC. This curriculum is strictly followed and practiced by all the faculty members. OBE curriculum has also enabled the students to think openly how to become an ideal pharmacist and add value in the healthcare system. At present almost all the graduates have already joined in different sections of industries and other organizations are devoting them for better healthcare in home and abroad with reputation which ultimately increases the image of the department and university. Cross country collaboration with different world-renowned universities has also opened a new channel to learn from each other's best practices. We are proud and confident that our students will establish their footprints in the job sector through creative and innovative ways which are directly or indirectly built into the curriculum.

Prof. Dr. Muniruddin Ahmed

Head, Department of Pharmacy

Daffodil International University