



14 May 2026

East West University

Notice

Online Add/Drop of Courses for Summer Semester 2026

Add/Drop of courses for Summer Semester 2026 of EWU will be held using the Online Add/Drop System. Students of both **Undergraduate and Graduate Programs (Except BBA, CSE, B.Pharm and LL.B)** will **Add/Drop** of courses through online using the link: <https://portal.ewubd.edu> as per the schedule mentioned below:

Undergraduate Programs (Except BBA, CSE, B.Pharm and LL.B)

Date	Credits Earned	Time
17 May 2026	125.5 Credits & above	08:00 a.m. ~ 08:50 a.m.
17 May 2026	120.5-125 Credits	09:00 a.m. ~ 09:50 a.m.
17 May 2026	110.5-120 Credits	10:00 a.m. ~ 10:50 a.m.
17 May 2026	100.5-110 Credits	11:00 a.m. ~ 11:50 a.m.
17 May 2026	87.5-100 Credits	12:00 noon ~ 12:50 p.m.
17 May 2026	75.5-87 Credits	01:00 p.m. ~ 01:50 p.m.
17 May 2026	65.5-75 Credits	02:00 p.m. ~ 02:50 p.m.
17 May 2026	55.5 -65 Credits	03:00 p.m. ~ 03:50 p.m.
18 May 2026	45.5- 55 Credits	08:00 a.m. ~ 08:50 a.m.
18 May 2026	35.5-45 Credits	09:00 a.m. ~ 09:50 a.m.
18 May 2026	27.5-35 Credits	10:00 a.m. ~ 10:50 a.m.
18 May 2026	20.5-27 Credits	11:00 a.m. ~ 11:50 a.m.
18 May 2026	15.5-20 Credits	12:00 noon ~ 12:50 p.m.
18 May 2026	5.5-15 Credits	01:00 p.m. ~ 01:50 p.m.
18 May 2026	0-5 Credits	02:00 p.m. ~ 02:50 p.m.

Graduate Programs

Date	Credits Earned	Time
17-18 May 2026	0 credit & above	08:00 a.m. ~ 04:30 p.m.

Students of **BBA and CSE Programs** must contact their respective advisor personally for Add/Drop of courses for Summer 2026 on **17, 18 and 19 May 2026** from 10:00 am to 04:00 pm.

Students are strongly recommended to complete their Add/Drop during the above schedule.

For any help regarding Add/Drop, students may contact the respective Online Helpdesk (Email Account) which are mentioned below:

Sl	Group name	Email address	Purpose
1	CE Help Desk	helpdesk-ce@ewubd.edu	For advising/ course related issues
2	CSE Help Desk	helpdesk-cse@ewubd.edu	For advising/ course related issues
3	BBA Help Desk	helpdesk-dba@ewubd.edu	For advising/ course related issues
4	DSR Help Desk	helpdesk-dsr@ewubd.edu	For advising/ course related issues
5	ECO Help Desk	helpdesk-eco@ewubd.edu	For advising/ course related issues
6	EEE Help Desk	helpdesk-eee@ewubd.edu	For advising/ course related issues
7	GEB Help Desk	helpdesk-geb@ewubd.edu	For advising/ course related issues
8	ENG Help Desk	helpdesk-eng@ewubd.edu	For advising/ course related issues
9	DIS Help Desk	helpdesk-dis@ewubd.edu	For advising/ course related issues
10	Law Help Desk	helpdesk-law@ewubd.edu	For advising/ course related issues
11	MBA Help Desk	helpdesk-mba@ewubd.edu	For advising/ course related issues
12	MPS Help Desk	helpdesk-mps@ewubd.edu	For advising/ course related issues
13	PHRM Help Desk	helpdesk-phrm@ewubd.edu	For advising/ course related issues
14	SOC Help Desk	helpdesk-soc@ewubd.edu	For advising/ course related issues
15	Registrar's Office Help Desk	helpdesk-regoffice@ewubd.edu	For registration/ other administrative issues
16	Accounts Help Desk	helpdesk-accounts@ewubd.edu	For tuition/ scholarship/ other financial issues
17	ICS Help Desk	helpdesk-ics@ewubd.edu	For relevant IT issues
18	COE Help Desk	helpdesk-coe@ewubd.edu	For Certificates/Transcripts/ Grade Reports related issues

While sending emails students are advised to mention their name, ID number, mobile number and the problem clearly. Students are also advised to use their EWU G-Suite email account while making all communications with the University.

Students who **somehow miss the above schedule** or fail to Add/Drop of courses using the Online System may contact the respective advisor on **19 May 2026 for Undergraduate and Graduate Programs** through respective departmental online helpdesk (email) mentioned above.

With the kind approval of the Vice Chancellor this is for information and necessary action by all concerned.

Mashfiqur Rahman
Registrar