

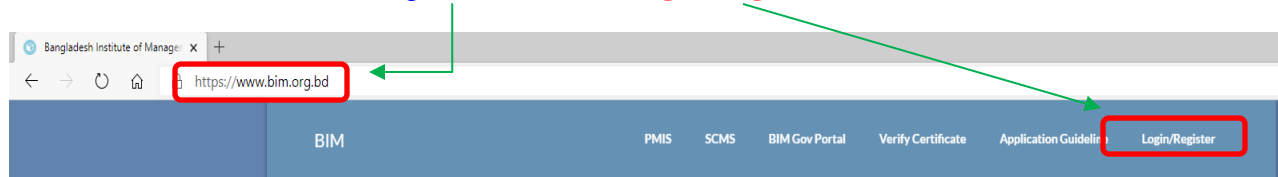
Application Guideline

BIM offers various Post Graduate Diploma Courses namely **PGDHRM, PGDMM, PGDIM, PGDFM & PGDCS**, Six months Diploma Courses namely Diploma in Social Compliance (**DSC**) & Diploma in Productivity and Quality Management (**DPQM**) and Advanced Certificate Course on Business Administration (**ACBA**) as well as short courses.

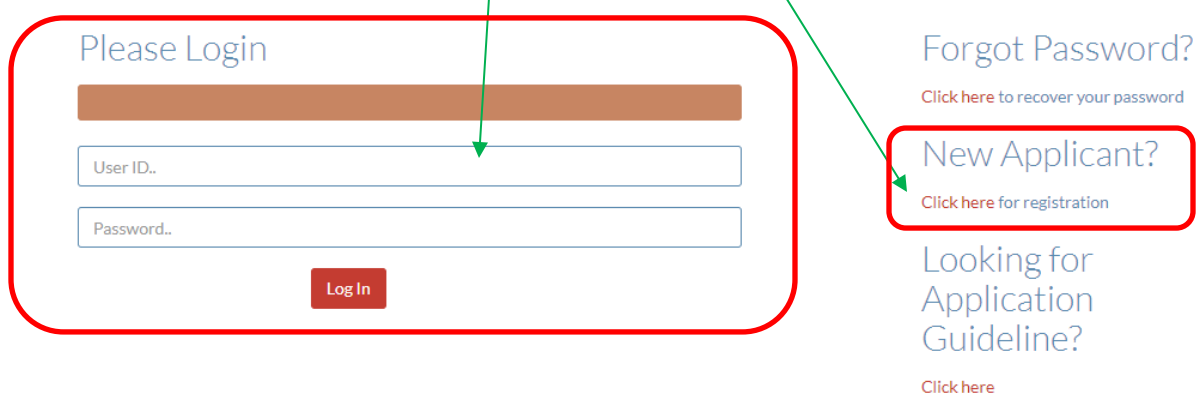
To take part in above mentioned courses (except short courses), it is necessary to be registered with BIM academic website (www.bim.org.bd). After completion of Registration, eligible participants may apply for a course.

For registration:

1. Browse to www.bim.org.bd and Click “**Login/Register**”.



2. If you are a “**New Applicant**”, please Click on “**Click here for registration**”.
3. If you are already Registered, **Please Login** using your User ID and Password.

A screenshot of the BIM website's login and registration page. On the left, there is a 'Please Login' section with a red-bordered box around the input fields for 'User ID..' and 'Password..', and a 'Log In' button. On the right, there are three links: 'Forgot Password?' with a sub-link 'Click here to recover your password', 'New Applicant?' with a sub-link 'Click here for registration' (highlighted with a red box), and 'Looking for Application Guideline?' with a sub-link 'Click here'. Green arrows point from the text in step 2 to the 'New Applicant?' link and from step 3 to the 'Please Login' section.

Please fill up the form providing your information and submit to Register. Please provide User Name and your password, it will be required for online access and further enrollment processing.

4. If you have successfully completed the registration process, below message will be displayed:

Congratulations!

Successfully Registered.

[Click Here to Login/ Apply for a Course](#)

5. Please **Click Here** to login and Apply for a course.

6. Please confirm that you have to pay through any of the following payment services during application submission:

Pay With



7. If your payment service is ready, Login using your credentials (**User ID** and **Password**)

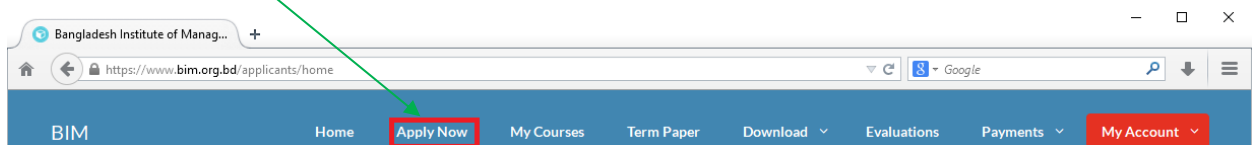
Please Login

User ID..

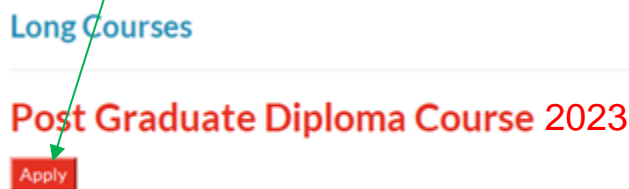
Password..

Log In

8. Click on “**Apply Now**” from the **Menu Bar**.

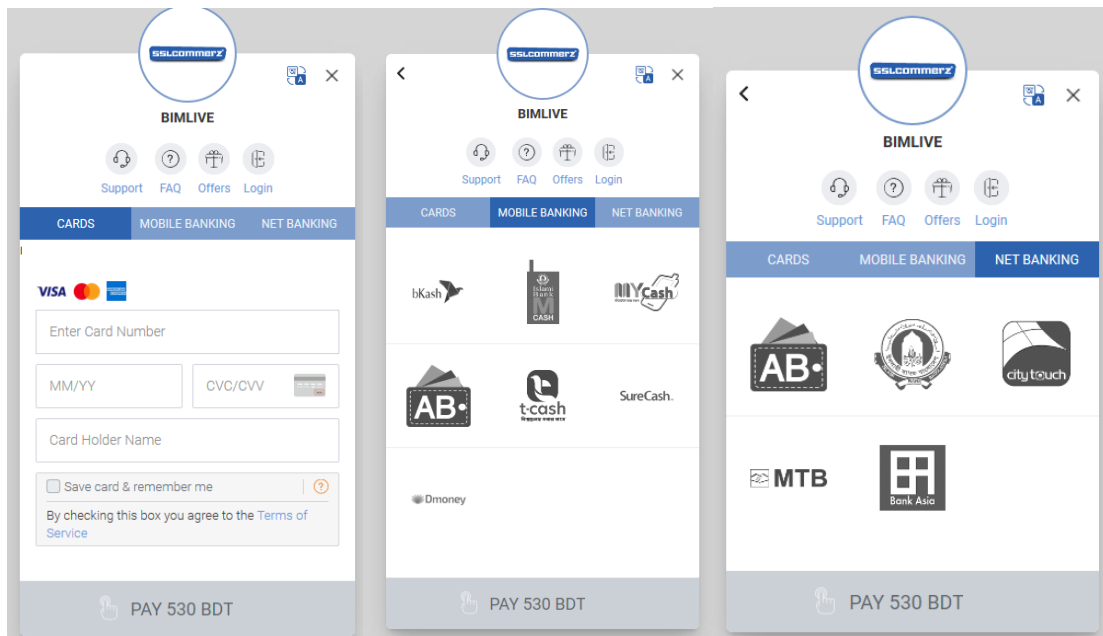


9. Click on “**Apply**”.



10. Select the Centre, Course and Time Preference and enter personal information and **Preview**.

11. If everything is OK, click “**Pay and Submit**”, you will get the following options to pay application fee:



12. After payment and successful completion of application process, the following message will be displayed and also send to your mail:

Dear Applicant (Your Name)

Thank you very much for submitting your application.

Your Application ID is xxxxxxxxx.

Please print and save this e-mail for future references e.g. Bank Payments, Admission, Online access.

Regards,

Bangladesh Institute of Management (BIM)

13. If you could not pay, your information will be saved and you may pay later by login to the website (www.bim.org.bd).

14. Click “**My Courses**”, then “**Pay Now**”; You will be redirected to **Preview** Option (Sl 10 of this guideline).

Applied for PGD Courses

SL#	Course Name	Academic Year	Campus	Batch Name	Time Preferences	Application Id	#
1	PGD in Human Resource Management		Dhaka		Day	201112128	i Pay Now

THANK YOU