



Islami Bank
Bangladesh PLC. | Based on Shari'ah

Ref: No. IBBPLC/HO/HRW/HRAD/TRN/2024/1496

Date: September 09, 2024

Heads of all Wings/Divisions/Departments/Secretariats
Heads of all Zones
Heads/Managers of all Branches
In-charges of all Sub-Branches
Islami Bank Bangladesh PLC.

Sub: Holding of Diploma in Islamic Banking (DIB) Examination- November, 2024.

Dear Sir(s),
Assalamu Alaikum.

This is for information of all concerned that Diploma in Islamic Banking (DIB) Part-I and Part-II Examination is going to be held on **November 23, November 30, and December 07, 2024** at 13 (thirteen) exam centers in Dhaka, Chattogram North, Chattogram South, Khulna, Bogura, Rajshahi, Sylhet, Barishal, Cumilla, Rangpur, Mymensingh, Noakhali and Jashore.

Interested candidates are required to apply through website (www.ibtra.com/dib-info) within **September 12-26, 2024**. The candidates applying for the first time will be required to submit the followings with forwarding letter duly signed and attested by Head of Branch/ Division/ Wing to Islami Bank Training and Research Academy (IBTRA), 13A/2A, Block # B, Babar Road, Mohammadpur, Dhaka-1207 by post or e-mail through dib.ibtra@islamibankbd.com within September 30, 2024:

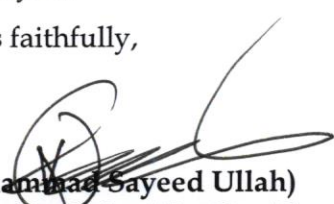
- 1) Copy of online application form.
- 2) Photocopy of latest academic certificate (minimum graduation certificate is required).
- 3) Photocopy of Employee ID card.

In this connection, the Examination Time-table (Annexure-A) and Schedule of Fees (Annexure-B) are enclosed herewith for doing the needful. In this regard details of time schedule for online coaching classes will be published on the website of IBTRA.

Under this context, all concerned Heads are requested to bring the matter to the notice of all employees under their respective control for information. For any further clarification, please contact IBTRA through IP: 665 & 549 and email: dib.ibtra@islamibankbd.com.

Thank you.

Yours faithfully,

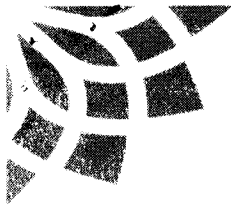

(Muhammad Sayeed Ullah)
Senior Executive Vice President & CHRO





HR Administration Division, Human Resources Wing

Head Office: Islami Bank Tower, 40, Dilkusha C/A, Dhaka-1000, Bangladesh. Phone: 02223388632, PABX: 02223383040, Ext.:142
E-mail: hrad@islamibankbd.com, Web-site: www.islamibankbd.com, SWIFT: IBBLBDDH, Call Center: 16259, 8331090



(Annexure-A)

Diploma in Islamic Banking (DIB)
Examination Time Table
November-2024

Date	Time	Part-I Subject with Code Number	Part-II Subject with Code Number	Venue
1	2	3	4	5
23.11.2024 (Saturday)	9.00 A.M. to 12.00 P.M.	101: Alternative Financial System	201: Investment Management	(1) Barishal (2) Bogura (3) Chattogram
	2.00 P.M. to 5.00 P.M.	102: Principles of Economics: Conventional & Islamic	202: International Trade and Finance	South (4) Chattogram
30.11.2024 (Saturday)	9.00 A.M. to 12.00 P.M.	103: Principles of Accounting	203: Ethics in Banking & Legal Environment	North (5) Cumilla
	2.00 P.M. to 5.00 P.M.	104: Principles of Management	204: Management Accounting & Financial Management	(6) Dhaka (7) Jashore (8) Khulna
07.12.2024 (Saturday)	9.00 A.M. to 12.00 P.M.	105: Business Communication	205: E-Banking	(9) Mymensingh (10) Noakhali
	2.00 P.M. to 5.00 P.M.	106: Theory and Practice of Banking: Islamic and Conventional	206: Micro Finance & Rural Banking: Conventional & Islamic	(11) Rangpur (12) Rajshahi & (13) Sylhet

N.B.:

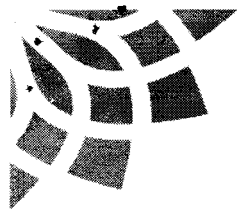
1. Candidate must select the Exam Center of the Zone where he/she is posted.
2. The exam venue cannot be changed without prior permission of IBTRA. If someone needs to change the exam center He/She must apply 10 days before commencement of the exam by paying Tk.1000/- using their email and password. Applicants have to appear at exam venue with approval of center change in addition to admit card.
3. Notable that, center change will/may be allowed (if justified) by IBTRA only once against due recommendation from Head of Branch and respective Head of Zone or from Head of Division and respective Head of Wing.
4. Center wise venue and seat plan will be intimated before exam through the website (www.ibtra.com)

SVP & Head of DIB

Principal, IBTRA

Islami Bank Training and Research Academy

House:13A/2A, Block-B, Babor Road, Mohammadpur, Dhaka-1207. Phone-01817048630, E-mail:dib.ibtra@islamibankbd.com, Webiste:www.ibtra.com



(Annexure-B)

Diploma in Islamic Banking (DIB)

Examination Schedule of Fees

November-2024

Part-I

Sl. No.	Subject	Examination Fee
1.	101: Alternative Financial System	500.00
2.	102: Principles of Economics: Conventional and Islamic	500.00
3.	103: Principles of Accounting	500.00
4.	104: Principles of Management	500.00
5.	105: Business Communication	500.00
6.	106: Theory and Practice of Banking: Islamic and Conventional	500.00
Sub-Total		2000.00**
7.	Registration Fee (only for new examinees)	100.00
Total		2100.00

Part-II

Sl. No.	Subject	Examination Fee
1.	201: Investment Management	500.00
2.	202: International Trade and Finance	500.00
3.	203: Ethics in Banking & Legal Environment	500.00
4.	204: Management Accounting & Financial Management	500.00
5.	205: E-Banking	500.00
6.	206: Micro Finance and Rural Banking: Conventional & Islamic	500.00
Sub-total		2000.00**
7.	Registration Fee (only for new examinees)	100.00
Total		2100.00
Other Fees		
1.	Academic Transcript Fee	500.00
2.	Certificate Fee	500.00
3.	Duplicate Certificate Fee	500.00
4.	Center Change Fee (if applicable)	1000.00
5.	Review Fee Per Script (if applicable)	500.00

N.B.:

- ***Individual subject fee Tk.500/- (up to 3 subjects). For 4 or more than 4 subjects flat rate will be applicable i.e. Tk.2000/-.
- Using DIB User Id and Password candidates can apply for registration for the upcoming DIB examination through DIB portal in the IBTRA website. For Fees payment, candidate's CellFin account number to be inserted in the system. The candidates from other banks who have no CellFin account number may pay fees from any other CellFin account. After each transaction, the applicant will receive an OTP that should be inserted in the respective field of online Application Form for successful transaction.

[Signature]

SVP & Head of DIB

[Signature]
Principal, IBTRA

Islami Bank Training and Research Academy