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.

   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 in Login/ Apply for a Course

5. Please Click Here to login and Apply for a course.
6. Please be 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)

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

9. Click on “Apply”.

**Long Courses**

**Post Graduate Diploma Course 2020**

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:

![Payment Options]

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 xxxxxxxx.

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).

THANK YOU