



BRAHMANBARIA MEDICAL COLLEGE

Ghatura, Brahmanbaria.

Memo : BMC/Admin/Meeting/2025/৬২৭৭

Date : 19/10/2025

Subject: Guardians' Meeting

Dear Guardian,

Assalamu Alaikum, We hope you are in good health and spirit. We are pleased to inform you that your ward, a student of the 1st Year MBBS Course, Batch-12 (Session 2024-2025) of Brahmanbaria Medical College, has already started their academic activities under the supervision of the college authorities.

To maintain discipline, regularity, and overall progress in education, the college authority has decided to hold a **Guardians' Meeting** with you to discuss your ward's academic performance, attendance, and institutional development.

You are cordially requested to attend the meeting to be held on **02 November 2025 (Sunday) at 12:30 PM** at the **College Auditorium**. Your presence will be highly appreciated.

Thank you for your kind cooperation.

Professor Dr. Md. Zakiur Rahman

Principal

Brahmanbaria Medical College

Copy to:

1. Honorable Chairman, Brahmanbaria Medical College
2. Phase Coordinator, Brahmanbaria Medical College
3. Department Head,, Brahmanbaria Medical College
4. Guardian
5. Office Record

Contact Details :

**Cell : 01733-382316-17, E-mail : bbariamedicalcollege@gmail.com
bbmch757@gmail.com; web : bmchbd.com**