



## Guidelines for Accreditation/ Recognition of Bachelor of Pharmacy (B. Pharm.) Education in Public and Private Universities

### 1. Curriculum

- 1.1 The B. Pharm. Curriculum should be designed to meet the current need of the country's Pharmacy Education. It shall not be less than 156 credit hours and shall not exceed 170 credit hours for 4 years Bachelor of Pharmacy course. And for 5 years Bachelor of Pharmacy course credit hours shall not be less than 199 credit hours and shall not exceed 210 credit hours.
- 1.2 The curriculum should include non-pharmacy elective subjects such as English, History, Bangladesh Studies, Social Studies, Computer Science, Health Economics, Mathematics & Bio-Statistics.
- 1.3 All public and private universities should follow a standard unified core curricula designed by the Pharmacy Council of Bangladesh. Additional elective subjects, related to pharmacy education can be included with prior approval by the Pharmacy Council of Bangladesh.

*(Guidelines for M. Pharm. Course is described separately and can be obtained from the Pharmacy Council of Bangladesh.)*

### 2. Duration of the Course

- 2.1 Total duration of the Bachelor of Pharmacy (B. Pharm) course should be 4 years full time, but 5 years full time course may also be offered with prior approval by the Pharmacy Council of Bangladesh.
- 2.2 Each academic year should have only two semesters, Fall and Spring semesters. However, yearly courses may also be offered.

### 3. Faculty Members

- 3.1 At the beginning, a new Department of Pharmacy must have at least 4 full-time faculty members, of which 1 must be a Professor/Associate Professor.

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রাহাত টাওয়ার (৫ম তলা), ১৪ লিংক রোড  
পশ্চিম বাংলামোটর, ঢাকা-১০০০, বাংলাদেশ।  
ফোন : +৮৮০-২-৯৬৩২৭০৩, ৯৬৩২৭৪১  
ফ্যাক্স : +৮৮০-২-৯৬৭৬৬০০



# PHARMACY COUNCIL OF BANGLADESH

Rahat Tower (4<sup>th</sup> Floor), 14 Link Road  
West Banglamotor, Dhaka-1000, Bangladesh.  
Tel : +880-2-9632703, 9632741, Fax : +880-2-9676600  
e-mail : info@pcb.gov.bd, Web : www.pcb.gov.bd

- 3.2 The Head/ Chairman of the Department of Pharmacy should be a Pharmacy graduate and having post-graduate degree in Pharmacy from any recognized University/ Institution, preferably a Professor/ Associate Professor with at least 7 years of teaching experience in a recognized university.
- 3.3 For teaching pharmacy courses, all faculty members MUST be Pharmacy graduates and having post-graduate degrees.
- 3.4 Ratio of Professor - Associate Professor - Assistant Professor - Lecturer should be 1 : 2 : 4 : 12.
- 3.5 Teacher - Student ratio should be at least 1 : 15, including adjunct/ part-time faculty, calculated on the basis of total students in the department enrolled.
- 3.6 Teaching/ Research Assistant(s) shall not be considered as faculty member(s).

## 4. Part-Time/ Adjunct Faculty Members

- 4.1 Part-time faculty members should not exceed 50% of the total teaching faculty.
- 4.2 The appointment and qualifications of the part-time/ adjunct faculty members should be as per the rules and regulations of the University Grants Commission.

## 5. Faculty Members without Teaching Experience

- 5.1 Person(s) having no teaching experience at university level but possessing relevant adequate experience in Pharmaceutical Sector may be appointed as full or part-time faculty members for relevant subjects. But they must fulfill the following criteria:
- 5.2 He/She must be a pharmacy graduate with post-graduate degree(s) from an institution approved by the Pharmacy Council of Bangladesh and he/she must be registered with the PCB.
- 5.3 He/She must have at least 6 years of experience in Pharmaceutical Sector in the relevant department such as Production, Quality Control, Quality Assurance, Marketing, Hospital Pharmacy, Regulatory Affairs etc.

## 6. Faculty Members without Pharmacy Graduation

- 6.1 The university may also employ full time medical graduates (MBBS) having post-graduate degree(s) as teaching faculty for the following subjects:

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ফোন : +৮৮০-২-৯৬৩২৭০৩, ৯৬৩২৭৪১  
ফ্যাক্স : +৮৮০-২-৯৬৭৬৬০০



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Physiology, Pharmacology, Pathology, Anatomy and Disease Management.

For non-pharmacy subjects, faculty members having post-graduate degree and teaching experience as per the guidelines of the University Grants Commission may be appointed.

## 7. Faculty Recruitment Policy

7.1 Recruitment procedure and qualifications for various teaching positions should be as per the rules and regulations of the University Grants Commission.

7.2 Faculty members recruited for teaching the pharmacy core subjects MUST be a registered Pharmacist.

7.3 For any temporary, short time or permanent appointment of any foreign national, he/she should have approval from the relevant Ministry of the Government of Bangladesh as a faculty member, and his/her credentials and academic degrees MUST be evaluated and endorsed by the Pharmacy Council of Bangladesh prior to the appointment.

## 8. Teaching Methods

8.1 The Pharmacy Council of Bangladesh will not approve any distant learning or part-time courses.

8.2 There should be adequate theoretical and practical classes in addition to quiz, assignments, presentations etc.

8.3 Adequate modern teaching facilities must be available to assist in classroom studies and practical exercises.

8.4 There must be enough practical classes for every practical course to make the students familiar with modern and sophisticated equipments/ instruments and techniques.

## 9. Examination Policy

9.1 Examinations should be based on written, oral and practical assessments. The Head/ Chairman of the Department, or the Course Director/ Coordinator with approval of the Head/ Chairman of the Department, has the option to re-examine any student at any time or to give the student any additional test or tests other than those regularly scheduled, with the objective of arriving at a more accurate evaluation of the student's academic performance.



Examination materials will be retained by the Controller of Examinations/ Course Director/ Coordinator/ Head of the Department until registration for the next academic session and unless a grade appeal has been filed. All materials should be retained as long as an appeal is in progress.

## 9.2 Marks Distribution

Mid Term	30%
Term Final	50%
Quiz	10%
Assignment and Class Attendance	10%

Marks of the quiz, assignment, class attendance etc. will be given by the respective class teacher.

9.3 The Term Final Examination MUST cover the total approved syllabus of the course.

9.4 There should be an Examination Committee to execute all activities related to an examination of each semester. Thus all the semesters will have separate Exam Committees.

Each Examination Committee will be constituted by the Academic Committee of the respective department and that should include one external member as nominated by the Pharmacy Council of Bangladesh.

9.5 The Examination Committee will be constituted of 4 members where there will be a Chairman of the Exam Committee and 2 members nominated from amongst the Academic Committee members of the Department/ Institute; and one external member nominated by the Pharmacy Council of Bangladesh.

The Examination Committee will select examiners from a Panel of Examiners nominated by the Academic Committee. The panel will be constituted with all the existing teachers of the department and renowned personalities of the profession of pharmacy having at least a Master degree.

The Mid-Term Exam for each course will be conducted and evaluated by the respective Course Teacher. Term Final Exam of each theoretical course will be evaluated first by the Course Teacher as Internal Examiner and then by a 2<sup>nd</sup> Examiner nominated by the Examination Committee from amongst the approved Panel of Examiners. In case of variation of marks on an average marks will be taken.



For Mid-Term Exam, the respective Course Teacher of that course will submit a proposed Question Paper to the Examination Committee. In case of Term Final Exam, both the 1<sup>st</sup> and 2<sup>nd</sup> Examiners will submit their separate proposed Question Papers to the Examination Committee. The Examination Committee will finalize the Question Papers for each course after moderation by the said Committee. Final tabulation of marks will be done by 2 Tabulators nominated by the Examination Committee. All these activities will be strictly confidential.

- 9.6 To achieve uniformity throughout the country, relevant grading system of the University Grants Commission (UGC) should be followed.

## 10. Credit or Credit Hour

The term, sometimes referred to as 'semester credit' or 'semester hour', is a unit of academic work. One credit is defined to require 50 minutes in class each week for one semester (or the equivalent). One semester credit hour in any academic course requires (i) 50 minutes in class each week for one semester (which assumes approximately twice this amount of time in study and preparation outside the classroom), or (ii) approximately 2.5 hours in laboratory each week for a semester, or (iii) equivalent combinations of (i) and (ii).

For purposes of equivalency calculations, a semester is assumed to be of 18 weeks duration. Short term courses of one week (5 days) or more require time in class, laboratory, and preparation equivalent to the above for a total of 40 clock hours per 3 credits.

## 11. Student Admission Policy

- 11.1 Eligibility for admission in B. Pharm. Course:

- i) Candidate must have a minimum aggregate GPA 6.50 in SSC/ "O" level or equivalent and HSC/ "A" level or equivalent examinations (in a total scale of 10).
- ii) Candidate must pass SSC/ "O" level or recognized equivalents and HSC/ "A" level or recognized equivalents in Science Group and obtain a minimum GPA 3.0 (in a scale of 5) without any additional subject.
- iii) Candidate must pass HSC/ "A" level or recognized equivalent examination with a minimum GPA 3.0 in Chemistry and Biology separately and a minimum GPA 2.0 in Mathematics (in a scale of 5).

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ফ্যাক্স : +৮৮০-২-৯৬৭৬৬০০



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- iv) Candidate must pass HSC/ "A" level or recognized equivalent examination in current year or one previous year.
- v) Foreign students must have passed 12 education years and got same grades in equivalent examinations from foreign recognized institutions.
- vi) The student must pass HSC/ "A" level or recognized equivalents with the following science subjects: Physics, Chemistry, Biology and Mathematics.
- vii) However candidates having no Mathematics at the HSC/ "A" level or recognized equivalents may be admitted, but they need to take an extra 3 (three) credits course on Mathematics relevant to B. Pharm. curriculum.
- viii) Admission should be based on competitive written test evaluations. In addition to written test, an oral test may be taken for further assessment.

*(Recognized equivalents mean Education Board, Madrasah Board and Bangladesh Technical Education Board)*

11.2 Each Semester/Year B. Pharm. Students irrespective of public or private universities, MUST apply to get **PCB Student Registration** from the Pharmacy Council of Bangladesh **within three months of admission** with requisite fee. Such application in prescribed form to be submitted through the respective University authorities.

## 11.3 Number of Seats per Semester

The number of seats per semester would be determined by the Pharmacy Council in accordance with the relevant facilities available in the Department/ Institute. PCB will place particular emphasis on the availability of laboratory facilities in that premise.

If any Department/ Institute is approved of 50 students per semester, a general recommendation is that the Department/ Institute should follow that directive strictly and by no means admit more than 50 students in that semester.

However, Departments/Institutes willing to admit more students should obtain prior approval from the Pharmacy Council of Bangladesh.



## 12. Infrastructure for the Department of Pharmacy

### 12.1 Classrooms

There should be adequate classrooms, initially at least 4 dedicated classrooms for the Department of Pharmacy, with a seating capacity of 50 students in each. With the increment of the students, sufficient classrooms should be added.

The classrooms must be hygienic, wholesome and suitable for brainstorming comfortably. All the classrooms should be equipped with OHP, multimedia, white board etc. Sound system to be provided where necessary.

### 12.2 Laboratory Facilities

The Department of Pharmacy shall have AT LEAST independent laboratory with the following laboratory facilities, each adequately equipped with instruments, equipment, glassware, chemicals, reagents and Lab Officers/ Lab Attendants to perform all the experiments defined in the curricula:

- (i) Inorganic and Physical Pharmacy Laboratory
- (ii) Pharmacognosy and Phytochemistry Laboratory
- (iii) Organic Pharmacy & Medicinal Chemistry Laboratory
- (iv) Pharmaceutical Analysis Laboratory
- (v) Physiology & Pharmacology Laboratory
- (vi) Pharmaceutical Microbiology Laboratory
- (vii) Pharmaceutical Technology & Cosmetology Laboratory
- (viii) Biopharmaceutics & Pharmacokinetics Laboratory

As a guide to construct various laboratories with proper facilities, a suggested list of necessary instruments can be found in the webpage of Pharmacy Council of Bangladesh.

### 12.3 Laboratory Space

Each laboratory should be of minimum 500 square feet in area to hold a minimum of 25 students at a time.

### 12.4 Instrument Room

There should be an instrument room properly and adequately equipped with various instruments and equipments (Polarimeter, Colorimeter, Double Beam

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ফ্যাক্স : +৮৮০-২-৯৬৭৬৬০০



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UV-Visible Spectrophotometer, IR Spectrophotometer, Gas Chromatograph, HPLC, FTIR etc.), which are required for laboratory courses and research activities.

### 13. Library Facilities

The Department of Pharmacy should have its own Seminar Library with a seating capacity of at least 40 students at a time and facility to borrow books. The library should keep enough copies of the latest books and journals related to pharmacy.

### 14. Visit by the Accreditation and Education Committee

To ensure quality of education nominated members of the Accreditation and Education Committee of the Pharmacy Council of Bangladesh may visit any Department of Pharmacy at any time, with or without prior notice to the Departments/Institutes to evaluate the existing conditions.