

## **CHAPTER - X**

### **CONVOCATION FOR CONFERRING DEGREES**

#### **1. Convocations**

Convocations, for the purpose of conferring degrees shall ordinarily be held every year, in the month of November and at such other times as the Chancellor shall direct.

#### **2. Date of Application**

Candidates who are declared to have passed the examinations of the University and qualify for the award of the Degree shall be admitted to the respective Convocations. The Degree Certificates shall be issued to them only if and when they submit an application to the Registrar of the Deemed University, along with the prescribed fee for the issue of the Degree Certificate and the late fee prescribed therefore wherever applicable.

The Diplomas of the University shall be valid only if they bear the seal of the University and are signed by the Vice-Chancellor and Registrar.

A candidate for a degree may on payment of the prescribed fee be admitted IN ABSENTIA to that degree.

Admission to Convocation for a second time for the same degree

No candidate who has already proceeded to a degree and has been awarded his Diploma shall be admitted to the same degree, a second time at a convocation, notwithstanding that he may have qualified in an additional group or branch or in an additional subject.

The Chancellor or Vice-Chancellor may invite an eminent person to address the candidates.

#### **3. Assembly of Members**

The Chancellor, Pro-Chancellor, Vice-Chancellor, Registrar, Deans of the Faculties, and members of the Board of Management shall wear the academic robes prescribed and assemble in the designated room at the appointed hour. In the absence of the Chancellor, the Pro-Chancellor shall preside; in his absence also the Vice-Chancellor shall preside and in their

absence another member of the Board of Management nominated by the Chancellor shall preside.

#### **4. Graces of the Board of Management**

The graces of the Board of management on behalf of the candidates for admission to several degrees in various faculties will be supplicated in the following order at one stretch:

- Law - by the Dean of the Faculty of Legal Studies.
- Medicine - by the Dean of the Faculty of Medicine
- Dental - by the Dean of the Faculty of Dental Science
- Engineering - by the Dean of the Faculty of Engineering & Technology
- Health Science - by the Dean of the Faculty of Science
- Teaching - by the Dean of the Faculty of Teaching
- Humanities - by the Dean of the Faculty of Humanities
- Architecture - by the Dean of the Faculty of Architecture.

#### **5. Form of Grace**

The formula to be used for each grace by the Dean of the Faculty shall be as follows: .....Chancellor, I move that a grace of the Board of Management be passed that those persons whom the reports of the Examiners have certified to be qualified for the degrees in the faculty of .....be admitted to that those degrees.

#### **6. Passing of grace**

After the graces of all the faculties have been supplicated by the Deans of various Faculties, the Chancellor shall put the question:  
Doth it please you that the graces be passed? And the members of the Board of Management assenting, the Chancellor shall say "These graces are passed".

#### **7. Procession**

When all the graces have been passed, the Chancellor, Pro-Chancellor, Vice Chancellor, Dean of the Faculties and members of the Board of Management shall proceed in procession to the hall in which the degrees are to be conferred.

## **8. Arrangement of Seats**

The hall shall be so arranged that the Chancellor's chair may be somewhat in advance; the chairs assigned to the Pro-Chancellor, the Vice-Chancellor, Registrar, Deans of the Faculties and members of the Board of Management-being so arranged as to leave full space for the presentation of the candidates. Special seats shall be provided in the hall for the members of the Academic Council and the trustees of the Managing body.

## **9. Seating of Candidates**

The candidates shall wear the gowns pertaining to their respective degrees, and shall be arranged opposite to the Chancellor.

On the procession the hall, the candidates shall rise and remain standing until the Chancellor, Pro-Chancellor, Deans of the Faculties and members of the Board of Management have taken their seats.

## **10. Procedure**

The Chancellor, Pro-Chancellor, Vice-Chancellor, Registrar, Deans of the Faculties and Members of the Board of Management having taken their places, the Chancellor shall say:

## **11. Address**

Then an address may be made to the candidates by a member of the Board of Management or a member of the Academic Council or any other worthy person appointed by the Chancellor, exhorting the candidates to conduct themselves suitably up to the position to which by the degrees to be conferred upon them, they have attained.

The address being ended or if there is no address the Chancellor shall say; Let the candidates be now presented.

## **12. PRESENTATION OF THE DEGREES I MEDALS I PRIZES**

The procedure for presenting the candidates for the Prizes / Medals and Degrees shall be as follows:

The presenter shall bow to the Chancellor and shall say "Mr. Chancellor, I present into you these candidates for the Degrees / Diplomas in the Faculty of ....., who have been certified after examination to be duly

qualified to receive the Degrees I Diplomas and to be awarded the Prizes and Medals".

The names of the candidates will be read by the Presenter. After this, the Presenter will say "Mr.Chancellor, under the laws of the University, I present into you the candidate .....and other..... candidates IN ABSENTIA, in the Faculty of .....who have been certified after examination to be duly qualified to receive the Degree I Diplomas".

When all the candidates for the degrees in a Faculty have been presented, the Chancellor shall say to the candidates who shall remain standing:

By virtue of the authority vested in me as Chancellor / Pro-Chancellor / Vice-Chancellor of the Deemed University, I admit you to several degrees in faculty of ..... for which you have been declared qualified in this University and in token thereof you have been presented with these diplomas and I authorize you to wear the robes ordained, as the insignia of your degrees.

When all the candidates for the degrees in various faculties have been presented both for In-person and In-Absentia, the Chancellor will administer the pledge as follows:

"We shall in thought, word and deed ever endeavor to be scrupulously honest in the discharge of our duties in our profession and shall uphold the dignity and integrity of our profession and honour of our University. We shall uphold and advance social order and the well-being of our fellow members and shall devote all our energy to promote unity, integrity and the secular ideals of our country".

After administering the pledge, the Chancellor shall say to the candidates who shall remain standing:

"By virtue of the authority in me as Chancellor of the Deemed University, I admit you to the several degrees in the Faculties of ..... for which you have been declared qualified in this University and in token thereof you have been presented with these diplomas and I authorize you to wear the robes ordained, as the insignia of your degree ".

### **13. Record of degrees**

When all the candidates have been presented, the Registrar shall lay the Record of the Degrees that have been known as "Register of Graduates" before the Chancellor, who shall sign the same.

#### **14. Dissolution of Convocation**

After the record has been signed, the Chancellor, Pro-Chancellor, Vice-Chancellor, Registrar, Dean of the Faculties and Members of the Board of Management shall rise up and the Chancellor shall say: "I dissolve this Convocation".

#### **15. Procession**

Then the Chancellor, Pro-Chancellor, Vic-Chancellor, Registrar Dean of the Faculties and Members of the Board of Management shall retire in procession to the designated room, the graduates standing.