

ORDINANCE-XX (Revised)

CONVOCATION

See Section 28(1)(0), read with Statute 29 under the Central Universities Act, 2009

1. Convocation

- 1.1. The Convocation for the purpose of conferring degrees shall be held on such date and place as may be fixed by the Vice Chancellor in consultation with the Chancellor.
- 1.2. The Chancellor shall preside over the Convocation of the University.
- 1.3. In the absence of the Chancellor, the Vice Chancellor shall fix the date and preside over the Convocation.

2. Special Convocation

A Special Convocation may be held on such date as may be decided by the Executive Council for the purpose of conferring honorary degree in accordance with the prescribed procedure, or for the purpose of conferring other degrees under special circumstances on the recommendation of the Academic Council.

3. Notice

- 3.1. The Registrar shall issue the notice of the Convocation for the information of all concerned, along with the programme of the procedure to be observed thereat.
- 3.2. The candidates who have passed their examinations and have qualified for award of the respective degree in the year(s) since the last Convocation shall be eligible to be admitted to the Convocation.

Provided that in case the Convocation is not held in a particular year, the Vice Chancellor shall be competent to authorize admission of successful candidates in the year to their respective degrees and issue the degrees on payment of prescribed fee.

4. Application

- 4.1. A candidate for the degree must submit to the Controller of Examinations or any other designated Officer his/her application for admission of the degree to be awarded at the Convocation on or before the date prescribed for the purpose along with the prescribed fee.
- 4.2. Such candidate(s) who are unable to present himself/ herself in person at the Convocation shall be admitted to the respective degree in absentia by the Chancellor, or in his/her absence, the Vice Chancellor. The degrees to such candidates shall be issued by the Controller of Examinations on application and payment of the prescribed fee.

5. Fee

The fee for admission to the degree at the Convocation in person and in absentia shall be fixed by the University.

6. Honorary Degree (*honoris causa*)

- 6.1. An Honorary Degree shall be conferred at a Convocation/Special Convocation and may be taken in person or in absentia.
- 6.2. The presentation of the person(s) at the Convocation on whom Honorary Degree(s) are to be conferred shall be made by the Vice Chancellor or by a person nominated by him.

7. Academic Dress

All dignitaries/on dais, Deans, HoDs, supervisors (faculty) and graduands are required to come in prescribed dress at the Convocation as specified under this Ordinance. No candidate shall be admitted to the Convocation who is not in the prescribed academic dress.

The Academic Dress of the University for Convocation shall be as follows:

7.1. **Members of the Procession**

Academic Dress:

1. White kurta, pyjama/Pants for males.
2. Off white saree with a Mehroom/Red border (Two Inches) or off white kurta, salwar/churidar/pants for females.
3. Off white color scarf provided by the University.
4. Formal footwear.

Specifications of scarf:

Size of Scarf: Length: 2 Mtr, Width: 8.5 inches, Border: 4 cms of blue base with golden zari having University logo on **both sides. With Golden lace at both the ends.**

7.2. **Master's Degree**

1. White kurta, pyjama/pants for males.
2. Off white saree with a Mehroom/Red border (Two Inches) or off white kurta, salwar/churidar/pants for females.
3. Off white color scarf provided by the University.
4. Formal footwear.

7.3. **Degree of Master of Philosophy (M.Phil.)**

1. White kurta, pyjama/pants for males.
2. Off white saree with a Mehroom/Red border (Two Inches) or off white kurta, salwar/churidar/pants for females.
3. Off white color scarf provided by the University.
4. Formal footwear.

7.4. **Degree of Doctor of Philosophy (Ph.D.)**

- 1 White kurta, pyjama/pants for males.
- 2 Off white saree with a Mehroom/Red border (Two Inches) or off white kurta, salwar/churidar/pants for females.
- 3 Off white color scarf provided by the University.
- 4 Formal footwear.

Note: *The Scarf shall be made of Handloom Fabric.*

8. Procedure of Convocation:

- 8.1. For the award of degree at the Convocation, candidates present shall be formally presented to the Chancellor or in his/her absence to the Vice Chancellor for admission to their respective degrees. The Deans of respective Schools of Studies shall present the candidates for admission to the respective Post-Graduate/M.Phil./Ph.D. degrees. The Registrar or the person appointed for the purpose by the Vice Chancellor shall present candidates for degree in absentia. The name of the recipients of medals and prizes shall be read out by the Registrar or the by the person appointed for the purpose.
- 8.2. Degree/Certificate shall be supplied to the candidates in a manner to be prescribed by the Vice Chancellor after the Convocation is over.
- 8.3. The Vice Chancellor shall determine from time to time as to the persons who shall form the procession at the Convocation.
- 8.4. The Chancellor, the Chief Guest, the Special Guest, Guest(s) of Honour, the Vice Chancellor, the Pro-Vice Chancellor (if any), the Registrar, the Deans of Schools, the Controller of Examinations, the Finance Officer and the members of the University authorities shall wear their special convocation dress as prescribed by the University.
- 8.5. The Chancellor, the Chief Guest, the Special Guest, Guest(s) of Honour, the Vice Chancellor, the Pro-Vice Chancellor (if any), the Registrar, the Deans, the Controller of Examinations, the Finance Officer and the members of the University authorities shall assemble in the meeting room/robing area at the appointed hour and shall walk in procession in the following order to the Convocation Hall:

Members of the Procession:

- The Registrar
- The Deans
- The Academic Council
- The Executive Council
- The Court
- The Finance Officer
- The Controller of Examinations
- The Pro-Vice Chancellor

- The Vice Chancellor
- Guest(s) of Honour
- Special Guest
- The Chief Guest
- The Chancellor

- 8.6. The procession shall begin and proceed to the Convocation Hall.
- 8.7. As soon as the procession enters the Convocation Hall, the candidates and the audience shall rise and remain standing until the members of the procession have taken their seats.
- 8.8. The Chancellor, the Chief Guest, the Special Guest, Guest(s) of Honour, the Vice Chancellor, the Pro-Vice Chancellor, the Registrar, the Deans, the Controller of Examinations, the Finance Officer, the members of University Authorities shall take their seats in places reserved for them.
- 8.9. The Registrar shall then obtain the permission of the Chancellor, or in his/her absence the Vice Chancellor, to declare the Convocation 'open'.
- 8.10. The Chancellor or in his/her absence the Vice Chancellor shall declare the Convocation 'open'.
- 8.11. The Vice Chancellor shall then deliver a welcome speech and present the report.
- 8.12. The Vice Chancellor, shall then say, "Let the candidates be presented".
- 8.13. The candidates, when presented, shall rise in their seats.
- 8.14. The candidates receiving the degrees shall be presented by the respective Dean.
- Vice Chancellor Sir/Madam, I present to you candidates who have been examined and found qualified for the Degree of to which I pray that they may now be admitted".*
- 8.15. The Vice Chancellor shall admit the candidates to the degree with the following words:
- "By virtue of the powers vested in me as the Vice-Chancellor of the Central University of Haryana, I admit you to the degree of and I charge you that ever in your life and conversation you show yourselves worthy of the same."*
- 8.16. The candidates shall then take their respective seats.
- 8.17. The Registrar, or the person appointed for the purpose, shall then request the Vice Chancellor to admit the candidates *in absentia* to the various degrees in the following words:
- "Vice Chancellor Sir/Madam, on behalf of the other candidates who have been examined and found qualified for the Degree of and have been permitted to receive their degrees in absentia. I pray that they be admitted to their respective degree"*.
- 8.18. The Vice-Chancellor shall admit those candidates to their respective degree in the following words:

“By virtue of the powers vested in me as the Vice Chancellor of the Central University of Haryana, I admit those candidates to their respective degree in absentia.”

- 8.19. The Registrar, or the person designated for the purpose, shall then present the candidates for receiving the Gold Medals that shall be given to them by the Chief Guest, or any other dignitary, as decided by the Vice-Chancellor.
- 8.20. The person designated for the purpose shall then present the candidates for receiving the Prizes that shall be given to them by the dignitary as decided by the Vice Chancellor.
- 8.21. Exhortation by the Chancellor, or in his/her absence by the Vice Chancellor:

| | |
|--|---|
| वेदमनूच्याचार्योऽन्तेवासिनम् अनुशास्ति। | After imparting Veda the आचार्य instructs the Disciple. |
| सत्यं वद। | Speak the Truth. |
| धर्मं चर। | Practise Virtue and Righteousness. |
| स्वाध्यायान्मा प्रमदः। | Don't neglect self-study. |
| आचार्याय प्रियं धनमाहृत्य प्रजातन्तुं मा व्यवच्छेत्सीः। | Having brought pleasing wealth for आचार्य, keep the generation intact. |
| सत्यान्न प्रमदितव्यम्। | Let there be no negligence for Truth. |
| धर्मान्न प्रमदितव्यम्। | Let there be no negligence for Righteousness. |
| कुशलान्न प्रमदितव्यम्। | Let there be no negligence for Welfare. |
| भूत्यै न प्रमदितव्यम्। | Let there be no laziness for prosperity. |
| स्वाध्याय-प्रवचनाभ्यां न प्रमदितव्यम्। | Let there be no laziness for self-study and teaching. |
| देवपितृ-कार्याभ्यां न प्रमदितव्यम्। | Let there be no negligence in performing duties towards divinity and forefathers. |
| मातृदेवो भव। | Be one, who serves mother as a divinity. |
| पितृदेवो भव। | Be one, who serves father as a divinity. |
| आचार्यदेवो भव। | Be one, who serves teacher as a divinity. |
| अतिथिदेवो भव। | Be one, who serves guest as a divinity. |
| यान्यनवद्यानि कर्माणि तानि सेवितव्यानि नो इतराणि। | Whatever deeds are blameless, these are to be practised and not others. |
| यान्यस्माकं सुचरितानि तानि त्वयोपास्यानि नो इतराणि। | Whatever good actions are among us are to be practised and not others. |
| ये के चास्मच्छ्रेयांसो ब्राह्मणाः तेषां त्वयासनेन प्रश्वसितव्यम्। | And those our virtuous scholars (if they happen to visit you), must be comforted hastily with a seat. |
| श्रद्धया देयम्। | With Faith (he) is to be given (a donation). |
| अश्रद्धयाऽदेयम्। | Without faith is not to be given. |
| श्रिया देयम्। | According to Prosperity is to be given. |
| हिया देयम्। | Out of Modesty is to be given. |

| | |
|---|--|
| भिया देयम्। | Out of Awe is to be given. |
| संविदा देयम्। | According to Sympathy is to be given. |
| अथ यदि ते कर्मविचिकित्सा वा वृत्तविचिकित्सा वा स्यात्। | Then, to you, if arises any doubt in doing some action or conduct. |
| ये तत्र ब्राह्मणाः संमर्शिनः, | Ask the erudite teachers found around, who are competent to Judge, |
| युक्ता आयुक्ताः, | properly engaged (in duties), and appointed (for such matters) |
| अलूक्षा धर्मकामाः स्युः। | Are not harsh, are eager to follow virtue. |
| यथा ते तत्र वर्तेरन्, तथा तत्र वर्तेथाः। | As they would behave in that matter, Thus (you) there should behave. |
| अथाभ्याख्यातेषु, | Then, as to the persons accused of guilt, |
| ये तत्र ब्राह्मणाः संमर्शिनः, | Ask the erudite teachers found around, who are competent to Judge, |
| युक्ताः आयुक्ताः, | Properly engaged (in duties), and appointed (for such matters) |
| अलूक्षा धर्मकामाः स्युः , | Are not harsh, are eager to follow virtue. |
| यथा ते तेषु वर्तेरन्, तथा तेषु वर्तेथाः। | As they would behave with them, (You) should behave with them in the same manner. |
| एष आदेशः। | This is the command. |
| एष उपदेशः। | This is the virtuous teaching. |
| एषा वेदोपनिषत्। | This is the intimate Vision of the Vedas. |
| एतदनुशासनम्। | This is the Instruction. |
| एवमुपासितव्यम्। | Thus should one practise. |
| एवमु चैतदुपास्यम्। | And thus indeed should one is to act upon. |

8.22. The Convocation address shall be delivered by the Chief Guest.

8.23. When all candidates have been admitted to their degrees, medals and prizes, the Registrar shall request the Chancellor, or in his/her absence, Vice-Chancellor, for concluding remarks/Vote of thanks and to declare the Convocation 'Closed'.

8.24. The Chancellor, or in his absence the Vice-Chancellor, shall then declare the Convocation 'Closed'.

8.25. National Anthem

8.26. The procession shall then leave the convocation hall in the reverse order as that in which it entered the convocation hall, the graduates and the audience standing.