

ORDINANCE ON CONVOCATION

(Under Statutes 22 of SVSU Act)

1. Convocation for the purpose of conferring Degrees/Diplomas shall ordinarily be held on such date and place as may be decided by the Vice-Chancellor with the approval of the Chancellor.

Provided that a special Convocation may be held at such time as may be decided by the Executive Council for the purpose of conferring Honorary Degrees in accordance with the procedure or for the purpose of conferring other Degrees under special circumstances on the recommendation of the Skill Council.

2. The Chancellor shall preside over at the Convocations of the University held for conferring Degrees/Diplomas.
3. The Vice-Chancellor in consultation with the Chancellor may invite a distinguished person to deliver the convocation address at the convocation.
4. The Vice-Chancellor shall present a report on the progress of the University at the annual convocation.
5. Not less than two weeks notice shall be given by the Registrar for meetings of the relevant statutory authorities for the Convocation.
6. The Officer concerned shall, with the notice, issue to each member of the Convocation, a programme of the procedure to be observed thereat.
7. The candidates who have passed their examinations in the years 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/Diplomas in absentia and issue the Degrees/Diplomas on payment of prescribed fee.

8. A candidate for the Degree/Diploma must submit to the Officer concerned his/ her application on or before the date prescribed for the purpose for admission to the Degree at the Convocation in person along with the prescribed fee.
9. Such candidates who are unable to present themselves in person at the Convocation shall be admitted to the Degree in absentia by the Chancellor and their Degrees shall be given by the Controller of Examinations on application and payment of the prescribed fee.
10. The fee for admission to the Degree at the Convocation in person and in absentia shall be fixed by the University.

11. Honorary Degree shall be conferred at Convocation/Special Convocation and may be taken in person or in absentia.
12. The presentation of the persons 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/her.
13. Candidates at the Convocation shall wear Academic Dress prescribed by the University appropriate to their respective Degree. No candidate shall be admitted to the Convocation who is not in proper Academic Dress as prescribed by the University.
14. The procedure to be followed at the Convocation shall be as laid down by the Regulations framed by the University.