

झारखण्ड केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF JHARKHAND
(भारतीय संसद अधिनियम, 2009 के द्वारा स्थापित)
(Established by an Act of Parliament of India in 2009)

CUJ/LC/14th-AC/2019

Dated 26 July, 2019

अधिसूचना / NOTIFICATION

It is notified for information and compliance of all concerned that in pursuance of resolution taken in the 14th Academic Councils meeting held on 13.04.2018 and its subsequent approval by the Executive Council in its 25th meeting held on 27.07.2018, the following Ordinance on Convocation has been framed:

ORDINANCE ON CONVOCATION
{Section 28 (o) and Statute 29 of the Act}

Convocation
Convocation for the purpose of conferring Degrees shall be held on such date and place as may be fixed by the Chancellor.
The Convocation shall consist of the body corporate of the University.
The Chancellor shall preside over at the Convocations of the University held for conferring Degrees.
In the absence of the Chancellor, the Vice Chancellor shall fix the date and preside over the Convocations.
The candidates who have passed their examinations in the years since the last Convocations 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 authorise admission of successful candidates in the year to their respective Degrees in absentia and issue the degrees on payment of prescribed fee.
As per UGC guide lines, successful candidates are issued degrees without convocation. Such a candidate shall also be admitted to the Convocation for receiving his/her degree in public. However, after the receipt of the degree if he/she fails to attend the very next convocation, he/she will lose the chance of receiving the degree in public and shall not be admitted in the convocations held thereafter.
Special Convocation
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 Academic Council.

1/10

Notice	
Not less than four weeks' notice shall be given to statutory authorities for the Convocation	
The Officer concerned shall, with the notice, issued to each member of the Convocation, a programme of the procedure to be observed thereat.	
Application	
A candidate for the Degree 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.	
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.	
Fees	
The fee for admission to the Degree at the Convocation in person and in absentia shall be fixed by the University.	
Presently the fees for admission to the degree at the Convocation in person shall be Rs. 1000/-. The fees for admission to the degree at the Convocation in absentia shall be Rs. 800/-.	
Honorary Degree	
Honorary Degree shall be conferred at Convocation/Special Convocation and may be taken in person or in absentia.	
The presentation of the persons at the Convocation on whom Honorary Degrees are to be conferred shall be made by the Vice Chancellor or by a person nominated by him.	
Candidates at the Convocation shall wear Academic Dress (gowns) appropriate to their respective Degree as specified by the University (Described below). No candidate shall be admitted to the Convocation who is not in proper Academic Dress as prescribed by the University.	
Academic Dress	
* <u>The Academic Dress of the University for the Convocation shall be decided by the competent authority prior to the convocation, however, a tentative draft of the same is as mentioned below:</u>	
	The Academic Dress of the University for the Convocation shall be as follows:
	Chancellor: Gown of pure Hand-spun Hand woven Head cover Light green colour silk with Jharkhand pattern lace on the front folds and Jharkhand patter lace round the neck and bottom of sleeves; with one University Crest fully interlined. Cap for the Hon'ble Chancellor in pure Hand spun Hand woven silk with silver Tassel and Mortar Band.

	<u>Vice Chancellor:</u> Gown of Pure Hand-spun Hand woven Light green colour (slightly lighter than the same of the Chancellor) silk with Jharkhand pattern lace on the front folds and Jharkhand pattern lace round the neck and round the sleeves with one University crest fully interlined. Cap of pure Hand-spun hand woven silk with silver tassel and mortar Band.
	<u>Pro- Vice Chancellor:</u> Gown of Pure Hand-spun Hand woven maroon colour silk with Jharkhand pattern lace (width 1.5") the sleeveson with one University crest fully interlined. Cap of pure Hand-spun hand woven with silver tassel and Mortar Band.
	<u>Chief Guest:</u> Gown of Pure Handspun Hand woven silk with Jharkhand pattern lace on the front folds and Jharkhand pattern lace round the neck fully interlined. Cap of pure Hand-spun hand woven with silver tassel.
	<u>Registrar:</u> Gown of Pure Hand-spun Hand woven Golden colour silk with red facing and Jharkhand pattern on the front folds round the neck and around the sleeves and one University crest fully interlined. Cap of pure Hand-spun hand woven with black tassel.
	<u>Controller of Examination:</u> Gown of Pure Hand-spun Hand woven silk of sea green colour with yellow facing round the neck and around the sleeves with Rajasthan Pattern lace and one University crest fully interlined. Cap of pure Hand-spun hand woven with black tassel.
	<u>Members of the University Authorities:</u> Superior black silk gown with facing of golden silk and with stripes on the arm and one University crest fully interlined. Cap of Black silk cloth with black tassel and mortal Band.
	<u>Director of Literature:</u> White silk gown with blue band on the sleeves. Hood-white silk with green lining.
	<u>Doctor of Science:</u> White silk gown with white silk green facing with blue band on the sleeves. Hood-white silk with green lining.
	<u>Doctor of philosophy in Arts and Doctor of Philosophy in Education:</u> White silk gown with maroon facing and with maroon band on the sleeves. Hood will be white silk with maroon lining.
	<u>Doctor of Philosophy in Technology:</u> White silk gown with red facing and with red band on the sleeves. Hood will be white silk with red lining.
	<u>Doctor of Philosophy in Commerce:</u> White silk gown with blue facing and with blue band on the sleeves. Hood will be white silk with blue lining.
	<u>Doctor of Philosophy in Science:</u> White silk gown with violet facing and with violet band on the sleeves. Hood white silk with violet lining.
	<u>Master of Philosophy:</u> Black silk gown and Hood-violet with black lining.

	<u>Master of Arts:</u> Black silk gown and Hood-maroon with black lining.
	<u>Master of Science:</u> Black silk gown and Hood-golden with black lining.
	<u>Master of Commerce and Business Administration:</u> Black silk gown and Hood-Red silk with black lining.
	<u>Master of Technology:</u> Black silk gown and Hood-Red silk with green lining.
	<u>Master of Education:</u> Black silk gown and Hood-purple with black lining.
	<u>LLM:</u> The gown shall be of gray silk with purple facing lined with dark blue on the front folds. Hood-black silk lined with 3 inch purple border both sides.
	<u>Bachelor of Education:</u> Black silk gown with red silk pattern and with blue stripes on the front folds. Hood-black silk lined with 3 inch purple border both sides.
	<u>Bachelor of Law:</u> The gown shall be of black silk with purple facing lined with dark blue on the front folds. Hood-black silk lined with 3 inch purple border both sides.
	<u>Bachelor of Science:</u> Black silk gown with red silk pattern and with blue stripes on the front folds. Hood 3 inch Blue border with black lining.
	<u>Bachelor of Technology:</u> Gray silk gown and Hood-Red silk with green lining.
Procedure of Convocation:	
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 will present the candidates for admission to the respective Post-Graduate degrees. Senior-most professor will present the candidates for admission to the doctoral degree. The Registrar or the person appointed for the purpose by the Vice Chancellor will present the candidates for degrees in absentia. The names of the recipients of medals and prizes shall be read out by the Registrar or the by the person appointed for the purpose.	
Degree/Certificate shall be supplied to the candidates in a manner to be prescribed by the Vice Chancellor after the Convocation is over.	
The Chancellor, the Chief Guest, the Vice-Chancellor, the Pro-Vice-Chancellor, if any, the Registrar, the Controller of Examinations, the Finance Officer, the Deans of Schools and the members of the University Authorities shall wear their special convocation dress as prescribed by the University.	
The Chancellor, The Chief Guest, The Vice-Chancellor, the Pro-Vice-Chancellor, if any, the Registrar, the Controller of Examinations, the Finance Officer, the Deans of Schools and the members of the University Authorities shall assemble in the	

meeting room at the appointed hour and shall walk in procession in the following order to the Convocation Hall:

Registrar
Deans of the School (in the alphabetical order by the name of the School)
Dean, Students' Welfare
Finance Officer
Librarian
Controller of Examination
Chancellor
Vice-Chancellor
Chief Guest invited to deliver the Convocation Address
Recipient (s) of Honorary Degrees
Pro-Vice-Chancellor
Former Chancellors of the University
Former Vice-Chancellors of the University
Vice Chancellors of other Universities
Members of the Court
Members of the Executive council
Members of Academic Council

When 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.

Seating Plan:

Depending upon the number and size of the Convocation Procession, the seating plan shall be finalised with the prior approval of the Vice-Chancellor.

The Chancellor, the Chief Guest, the Vice-Chancellor, the Pro-Vice-Chancellor, the Registrar, the Controller of Examinations, the Deans, the Finance Officer, the members of University Authorities shall take their seats in places reserved for them.

University anthem shall be played.

The Registrar will then obtain the permission of the Chancellor or in his/her absence the Vice Chancellor, to declare the Convocation open.

The Vice-Chancellor then will deliver a welcome speech and present the Annual Report of the University.

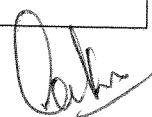
The Convocation address will be delivered by the appointed speaker.

The Registrar, having obtained the consent, of the Chancellor, or in his absence the Vice-Chancellor, shall declare the Convocation opening the following manner:

Registrar:

"Hon'ble Chancellor/The Vice-Chancellor (in the absence)
May I with your permission declare the Convocation
open"?

3/10



Chancellor (or the Vice-Chancellor in the absence of Chancellor):	
	"I permit".
Registrar:	
	[With the permission of the Hon'ble Vice-Chancellor (in the absence of the Chancellor)]
	"I declare the Convocation open".
The Chancellor or in his/her absence the Vice Chancellor, shall then say,	
"Let the candidates be presented".	
Candidates who are to be awarded Degrees and Diplomas at the Convocation shall be presented by the respective Deans of the Schools in the alphabetical order by the name of the School.	
Within the School, the Degree Certificate shall be awarded to the Candidates in the following order:	
	Doctor of Literature (D.Litt.)/Doctor of Science (D. Sc.) Doctor of Philosophy (Ph.D.) Master of Philosophy (M. Phil.) Post Graduate Degree Under Graduate Degree Diploma Certificate
The Candidates shall be presented by the Dean of the School concerned in the following manner:	
	"These candidates, whose names are set out in the list and who have been examined and found qualified for Degree / Diploma of ----- of -----; I pray that they be admitted to the Degree / Diploma of -----".
Candidates whose names are thus set out shall rise on their place and shall remain standing till the Degrees / Diplomas are awarded by the Vice-Chancellor.	
The Degrees / Diplomas shall be awarded by the Vice-Chancellor in the following words:	
	"By virtue of the authority vested in me as the Vice-Chancellor of the Central University of Jharkhand, I admit you all to the Degree / Diploma of ----- and I charge you that ever in your thought and action you prove yourself worthy of the honour conferred on you".
Recipients of the Degree / Diploma, while remaining standing at their places, shall acknowledge by a bow and shall sit down.	

6/10



The Vice-Chancellor shall then request the Chancellor to please present the Medals and Awards. Provided that in the absence of the Chancellor, the Registrar shall request the Vice-Chancellor to present the medals and awards.	
Names of the recipients of Medals and Awards shall be announced by the Dean of Students' Welfare.	
Recipients of the Medals and Award, as their names are announced by the Dean Students Welfare, shall walk up to the stage to receive the Medal or Award.	
Medals and other distinctions shall then be presented by the Chancellor or in his absence by the Vice-Chancellor.	
The recipients shall receive the Medal or Award and acknowledging with a bow and shall return to their places.	
The Vice-Chancellor shall welcome the distinguished person(s) and shall ready out the citation and request the Chancellor to confer the Honorary Degree in the following words:	
	"By virtue of the authority vested in me as the Vice-Chancellor of the Central University of Jharkhand, I request Hon'ble Chancellor that you may be pleased to graciously confer upon ----- (Name of the distinguished person) the Degree of ----- (Honoris Causa) for his/her outstanding services."
The Chancellor shall confer the Honorary Degree in the following words:	
	"I confer on ----- (Name of the Distinguished Person) the degree of ----- (Honoris Causa).
Provide that if the Vice-Chancellor is presiding over the Special Convocation, the Pro-Vice-Chancellor or in his absence, the Senior Most Dean shall welcome the distinguished person and shall read out the citation and request the Vice-Chancellor to confer the Honorary Degree in the following words:	
	"Hon'ble Vice-Chancellor may please confer the Honorary Degree".
The Vice-Chancellor shall confer the Honorary Degree in the following words:	
	"By virtue of the authority vested in me as the Vice-Chancellor of the Central University of Jharkhand, it gives me pleasure to confer upon ----- (Name of the distinguished person) the degree of ----- (Honoris Causa) for his/her outstanding contributions."
The recipients (s) of the Honorary Degree will then present his/her address, if any	
Registrar shall declare the Convocation closed in the following manner:	



	Registrar: "Hon'ble Chancellor / the Vice-Chancellor (in the absence) May I with your permission declare the Convocation Closed"?
	Chancellor / Vice-Chancellor : "I permit".
	Registrar : "With the permission of Hon'ble Chancellor / the Vice-Chancellor I declare the Convocation closed."
	The National Anthem shall be played.
	The Procession will leave in the same order, as it entered
	The audience shall remain standing till the Procession has left the Convocation Hall
	Degree in Absentia:
	If a candidate fails to attend the Convocation at the given place and time, he/she shall be required to pay the prescribed fees to the University as decided before he/she is admitted to the Degree / Diploma.
	Rehearsal to Academic Procession:
	A rehearsal may be arranged on or before the day of the Convocation, at which candidates for Degrees / Diplomas must be present.
	Candidates not present at the rehearsal run the risk of not being admitted to the Convocation
	Honorary Degree
	Honorary Degree may be conferred at Convocation / Special Convocation and may be taken in person in absentia.
	Special Convocation:
	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 Academic Council. A Special Convocation shall be held for the purpose of conferring Honorary Degree on a distinguished person.
	The Academic Procession, the procedure and Academic Dress for the Special Convocation shall be the same as prescribed for the Convocation.
	Registrar, with the consent of the Chancellor or in his absence of the Vice-Chancellor, shall declare the Special Convocation open in the following manner:
	Registrar: "Hon'ble Chancellor/ Vice Chancellor, May I with your permission declare the Special Convocation open"?
	Chancellor / Vice-Chancellor: " I permit".

8/10

Dark

	Registrar: "With the permission of Hon'ble Chancellor / Vice-Chancellor, I declare the Special Convocation open".
	The National Anthem shall be played.
	The Procession will leave in the same order, as it entered.
	The audience shall remain standing till the Procession has left the Convocation Hall.
	The Vice-Chancellor shall welcome the distinguished person and shall read out the citation and request the Chancellor to confer the Honorary Degree in the following words:
	By virtue of the authority vested in me as the Vice-Chancellor of the Central University of Jharkhand. I request Hon'ble Chancellor that you may be pleased to graciously confer upon ----- (Name of the distinguished person) the degree of ----- (Honoris Causa) for his/her outstanding services"
	The Chancellor shall confer the Honorary Degree in the following words
	"I confer on ----- (Name of the Distinguished Person) the degree of ----- (Honoris Causa)".
	Provide that if the Vice-Chancellor is presiding over the Special Convocation, the Pro-Vice-Chancellor or in his absence, the Senior Most Dean shall welcome the distinguished person and shall read out the citation and request the Vice-Chancellor to confer the Honorary Degree in the following words:
	<i>"Hon'ble Vice-Chancellor may please confer the Honorary Degree"</i>
	The Vice-Chancellor shall confer the Honorary Degree in the following words
	"By virtue of the authority vested in me as the Vice-Chancellor of the Central University of Jharkhand, it gives me pleasure to confer upon ----- ----- (Name of the distinguished person) the Degree of -- ----- (Honoris Causa) for his/her outstanding contributions."
	The Vice-Chancellor shall invite the recipient(s) of the Honorary Degree to present his/her address. Provided that if the Vice-Chancellor is presiding the convocations, the Pro-Vice-Chancellor or in his absence the Senior Most Dean shall invite the recipient(s) of the Honorary Degree to present his/her address.
	The recipient of the Honorary Degree will then present his address.
	The National Anthem of the Country of the Dignitary on whom the Degree is conferred, if necessary.
	The National anthem of India.


9/10



Registrar shall declare the Special convocation closed in the following manner:
Registrar: "Hon'ble Chancellor / Vice-Chancellor, May I with your permission declare the Special Convocation closed"?
Chancellor / Vice-Chancellor: "I permit"?
Registrar: "With the permission of Hon'ble Chancellor / Vice-Chancellor, I declare the Special Convocation closed"?
The Procession will leave in the same order, as it entered.
The audience shall remain standing till the Procession has left the Convocation Hall.
Should there be any difficulty in giving effect to this Ordinance or in the process of the Convocation / Special Convocation, the matter shall be referred to the Vice-Chancellor whose decision shall be final.

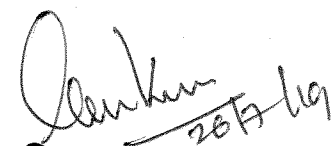
This will come into force with immediate effect.

This issues with the approval of Competent Authority.


कुलसचिव / REGISTRAR 25/7/19

Copy for information and necessary action to:

- | | |
|--|--|
| 1 All Deans of the School | 10 I/c Purchase |
| 2 Controller of Examinations | 11 I/c Estate |
| 3 Librarian | 12 System Analyst-For University website |
| 4 Prof. I/c (Academics) | 13 All the Section/Cells of the University |
| 5 DSW | 14 PS to the Vice -Chancellor |
| 6 All the Heads/Coordinator of the Depts | 15 PS to the Registrar |
| 7 I/c R&D Cell | 16 PS to Finance Officer |
| 8 IAO/DRs/EE | 17 Concerned file |
| 9 I/c Health Centre/ARs/PRO | 18 Guard file |


कुलसचिव / REGISTRAR 26/7/19