



॥ यतो धर्मस्ततो जयः ॥

MAHARASHTRA NATIONAL LAW UNIVERSITY AURANGABAD

(University established under Act No. VI of 2014 by State Legislature of Maharashtra)

Date: 07.09.2023

GENERAL INSTRUCTIONS AND CONVOCATION PROTOCOL (SECOND CONVOCATION, MNLU, AURANGABAD – 2023) SCHEDULED ON 17TH SEPTEMBER, 2023 AT 11:00 AM

Dear Students, as communicated to you the University is conducting its second convocation on **17th September, 2023, at 11:00 AM**, due to unavoidable circumstances and we regret the inconvenience caused to you and your parents.

Please find the detailed guidelines of Convocation Protocol as under:

1. Registration for receiving the Degree Certificate in the convocation ceremony is mandatory.
2. The student should confirm his/her physical presence to receive the Degree either in person or in absentia well in advance as communicated by the University.
3. In view of large gathering of VVIPs and Invited Dignitaries for the convocation ceremony, the students are informed to report the University at least one day in advance for the convocation ceremony. The University will conduct a **rehearsal for students** coming for the convocation ceremony **on 16th September, 2023, at 04:00 PM** under able guidance of **Prof. Dr. B. N. Ramesh**, Professor of Law and Management. (Ex-IPS and Retired Director General of Police)
4. The students and their parents are informed to park their vehicles in assigned parking area only.
5. The students are informed to carry their original Photo ID (Aadhar Card, Driving License or PAN Card) along with Entry Pass.
6. The students must be seated at the venue (Convocation Pandal) at least 30 minutes prior to the scheduled time of function, as per the seating arrangement.
7. The students must occupy their respective seats only in the designated area only. The University will share the Seating Arrangement Plan in the Pandal shortly.
8. The Entry Pass is personal and non-transferrable.

University established by State Legislature of Maharashtra by Act No. 6 of Year 2014

Address: "Maharashtra National Law University Aurangabad, Nath Valley Road, Kanchanwadi, Aurangabad-431005

Website: www.mnlua.ac.in Email: registrar@mnlua.ac.in



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9. The Degree Recipients can be accompanied by the parents or guardians, however, not exceeding three members in any case. The children below the 12 years are not permitted. The Degree recipients shall only be allowed in the designated area. There will be a separate seating arrangement for parents in the Pandal.
10. The protocol of receiving VIPs and Guests shall be observed by the Reception Committee and as a part of security measures, the students and parents are not allowed to carry mobiles, cameras, electronic devices, whistles or any other sharp object etc. inside the Pandal.
11. The Degree recipients are not allowed to leave the Pandal before completion of the ceremony, till the departure of Dignitaries and Guests.
12. The students shall rise at the time of the National Anthem and also during the entry and exit of academic procession till the completion of the procession ceremony.
13. The students and their friends/parents have to adhere to the protocol inside the Pandal. Any comments, gestures, whistling, shouting and making noise in any form or means is strictly prohibited during the convocation ceremony as per the security instructions received from the Office of Protocol and Security.
14. The audience has to maintain complete silence and decorum during the entire ceremony.
15. **DRESS CODE:** All the degree recipients shall report in the Pandal as per prescribed Dress Code i.e. strictly FORMAL DRESS suitable to the convocation ceremony (Jeans and T-Shirts, Shirts, Casual Wear, any dress above knee length is NOT allowed)
16. The University's official photographer shall take the photographs (individual as well as group) and capture the entire event and the same will be shared with the respective recipients. The students, parents and invitees are not allowed to click any other photographs or try to get the selfies during the entire convocation ceremony.

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17. The degree recipients are strictly informed to report at 09:00 AM on the day of convocation to collect their respective Gowns and Entry Pass from the Registration Desk. (Class Room No. 8, First Floor of CoE Building)
18. The Registration Desk will be closed at 10:00 AM on the day of convocation ceremony.
19. As a Convocation Protocol, Degrees Certificates shall be distributed after ceremonial official declaration by the Chancellor of the University on 17th September, 2023.
20. After the Convocation Ceremony, the Degree recipients shall **RETURN** the Gown and Entry Pass at the Registration Desk.
21. The programme will be followed by lunch for all the invitees and degree recipients with their parents.

VENUE OF LUNCH: Seminar Hall, First Floor,
Centre of Excellence Building,
MNLU, Aurangabad.

REGISTRATION DESK: Class Room No. 8, First Floor,
Centre of Excellence Building,
MNLU, Aurangabad.

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