

**MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR CONVOCATION  
REGULATIONS-2021**

1. These Regulations may be called the Maharashtra National Law University, Nagpur Convocation Regulations-2021.

**2. Degrees/Diplomas to be Awarded at the Convocation**

Those graduates whose names appear in the list of successful candidates as notified for different Degrees/Diplomas of the University shall receive their respective Degrees/Diplomas 'in person' or 'in absentia' at the Convocation held after the publication of such lists.

A certificate under the seal of the University and signed by the Hon'ble Chancellor and the Vice-Chancellor shall be presented at the Convocation to each successful candidate who has fulfilled all the requirements of the degree. The format shall, inter alia, set forth the month and year of completion of the Degree/Diploma programme, the date of conferring the Degree/Diploma. The courses in which the candidate was examined, the grades obtained, outstanding co-curricular accomplishments of the candidate and details of special training undergone etc. will all be given separately in an academic transcript.

**3. Convocation: Annual and Special**

A Convocation for the purpose of conferring Degrees and Diplomas shall be held once in a year and at other times as the Hon'ble Chancellor may direct. The Convocation shall always be presided over by the Hon'ble Chancellor.

**4. Convocation Notification**

The Registrar, shall cause a notification to be published on the University website before the Convocation indicating the place and date of the Convocation and call for applications from candidates intending to take their Degrees and Diplomas 'in person'/'in absentia'.

**5. Application for admission to a Degree/Diploma**

- i) A candidate for a Degree/Diploma 'in person' shall submit within the specified date to the Registrar along with his/her application for admission to the Degree/Diploma in the prescribed form along with a fee of Rs.2,000/-. No person shall be admitted to the Convocation without Applying within the specified date.
- ii) A candidate who having sent in his/her application for taking a Degree/Diploma 'in person', fails to appear at the Convocation shall be charged a fee of Rs. 1,000/- for issue of the Degree/Diploma.
- iii) A candidate for a Degree/Diploma 'in absentia' shall submit to the Registrar his application for admission to the Degree/Diploma in the prescribed form along with a fee of Rs.3,000/- so as to reach him within the specified date.

**6. Declaration to be signed**

Candidates for Degrees/Diplomas shall sign a Declaration in the following form before they are admitted to the Degrees/Diplomas for which they have been recommended. In respect of those applying for the Degrees/Diploma 'in absentia', a signed declaration shall be submitted along with the application.

"I hereby solemnly declare and promise that if admitted to the Degree/Diploma of \_\_\_\_\_ for which I have been

*Handwritten signature*

recommended, I shall in my professional as well as personal life and conversation conduct myself as befits members of this University; that I shall, to the utmost of my capacity and opportunity, support the cause of justice, fairness and peace; and that as far as in me lies, I shall uphold and advance the social order constitutionally established and well-being of all human beings everywhere and rule of law within the country and outside.”

**7. Attendance of candidates at the Convocation**

The candidates shall wear the gowns and hoods prescribed for their respective Degrees/Diplomas and shall occupy their respective seats at least 30 minutes before the proceedings begin.

**8. Approval of the Executive Council**

Prior to the Convocation, the Academic Council shall consider the list of candidates who have fulfilled the academic requirements of the University for the respective Degrees and on whom the Degrees/Diplomas are to be conferred in the Convocation recommend the same to the Executive Council for approval. The Executive Council shall consider the list of candidates so recommended by the Academic Council and accord its approval for conferring the respective Degrees/Diplomas to the eligible candidates at the Convocation.

**9. Convocation Procession**

The Hon’ble Chancellor, Pro-Chancellor, Chief Guest, Founder Chancellor and Vice-Chancellor, Vice-Chancellor, Registrar, Members of General Council, Members of Executive Council, Members of the Academic Council and Members of the Planning Board shall pass in procession to the place where the Convocation is to be held. The order of the procession will be as follows:

1. Registrar
2. Members of the Planning Board            }
3. Members of the Academic Council        }
3. Members of the Executive Council        } in pairs
4. Members of the General Council         }
5. Founder Chancellor and Vice-Chancellor
6. Pro-Chancellor and Vice-Chancellor
7. Hon’ble Chancellor and the Chief Guest

On the procession entering the hall, the candidates and other invitees shall rise and remain standing until the Dignitaries occupy the Dias.

**10. Welcome Address and Presentation of Annual Report of the University by Vice-Chancellor**

After everybody is seated, the Vice-Chancellor will give welcome address, and then present annual report of the University. He will then request the Hon’ble Chancellor to declare the Convocation open in the following words:

“Hon’ble Chancellor Sir, I have the honour to request you to declare the Convocation open.”

The Hon’ble Chancellor declares the Convocation open in the following words:

“I declare the Convocation open.”

*Hon'ble*

The Vice-Chancellor will then say,

“This Convocation of the Maharashtra National Law University, Nagpur has been called to confer Degrees and Diplomas upon the candidates who, in the examinations held for the purpose, have been certified to be worthy of the same.”

The Hon’ble Chancellor will say,

“Let the candidates for Degrees and Diplomas stand forward”.

All the candidates standing, the Hon’ble Chancellor puts to them the following question:

“Do you sincerely promise and declare that, if admitted to the Degrees/Diplomas for which you are candidates, and for which you have been recommended, you will in your daily life and conversation conduct yourselves as becomes members of this University?”

All candidates will collectively answer: “I do promise.”

With this, the candidates will resume their seats.

#### **11. Presentation of candidates**

Then the Hon’ble Chancellor of Maharashtra National Law University shall say:

“Let the candidates be now presented.”

The candidates taking different Degrees/Diplomas in person shall be presented separately to the Hon’ble Chancellor by the Registrar in the following order:

1. Ph.D.
2. Master of Laws (LL.M.).
3. Bachelor of Arts and Laws (Honours) [(B.A.LL.B.(Hons.); B.A.LL.B.(Honours in Adjudication and Justicing); and B.B.A.LL.B.(Hons.)].
4. Post Graduate Diploma/s.

Then, the Registrar say to,

Hon’ble Chancellor Sir,

“I have the honour to present the candidates for the Degree/Diploma of \_\_\_\_\_ whose names are set out in the list. They have been examined and found qualified for the Degree/Diploma of \_\_\_\_\_ to which I pray they may be admitted.

Candidates taking the Degree/Diploma ‘in person’ will please stand forward.”

Candidates for the Degrees/Diplomas concerned, when presented, will stand at their seats with the certificates in their hands and bow to the Hon’ble Chancellor.

#### **12. Admission of candidates to their respective Degrees/Diplomas**

When all the candidates for the concerned Degree/Diploma have been so presented the Hon’ble Chancellor shall say to the candidates who shall remain standing:

“By virtue of the authority vested in me as Chancellor of Maharashtra National Law University, Nagpur, I admit you and also the candidates ‘in absentia’ to the Degree/Diploma of \_\_\_\_\_ in this University.”

The candidates receiving the Degrees/ Diplomas in person will then proceed to the Hon'ble Chancellor, one after another as their names are called by the Registrar, received the Degree/Diploma, bow and resume their seats. Thereafter the Registrar will also read out the names of candidates receiving the Degrees/Diplomas in absentia.

### **13. Signing of the Records of Degrees/Diplomas**

When all the candidates have been presented, the Registrar will then place the record of the Degrees/Diplomas that have been conferred before the Hon'ble Chancellor who shall sign the same.

### **14. Presentation of Medals and other Awards**

Then the names of Medals/Awards winners selected by the University for award on the occasion will be read out by the Registrar. The candidates will proceed to the Dias to receive the Medals/Awards, when their names are called out, bow to the Hon'ble Chancellor and resume their seats.

### **15. Convocation Address**

The Vice-Chancellor will invite the Chief Guest to deliver the Convocation Address.

### **16. Dissolution of the Convocation**

After Convocation Address the Vice-Chancellor will request the Hon'ble Chancellor to dissolve the Convocation.

Then the Hon'ble Chancellor will say:

“I dissolve the Convocation.”

### **17. National Anthem**

When the Convocation is dissolved, the National Anthem will be sung and all remain standing.

At the end of the National Anthem, while others remain standing, the procession returns in the reverse order, as the band plays the marching tune.

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