

THE NORTH-EASTERN HILL UNIVERSITY ORDINANCES

OC-10

ON THE CONVOCATION

*Under Section 26 (1) (d) of the NEHU Act, 1973
read with Statute 34 and 29 (1)*

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| Annual Convocation | 1. | A Convocation for the purpose of conferring degrees shall ordinarily be held once in a year on such date and place as may be fixed by the Vice-Chancellor with prior approval of the Chancellor. |
| Special Convocation | 2. | <ul style="list-style-type: none"> i. 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 laid down in Statute 29(1) for the purpose of conferring other degrees under special circumstances on the recommendation of the Academic Council. ii. The Convocation shall consist of the body corporate of the University. iii. The Chancellor shall, if present, preside over the Convocations of the University for conferring degrees. In the absence of the Chancellor, the Vice-Chancellor shall preside over the convocation. |
| Notice | 3. | <ul style="list-style-type: none"> i. Not less than four weeks' notice shall be given by the Registrar of all meetings of the Convocation. ii. The Registrar shall, with the notice, issue to each member of the Convocation, a programme of the procedure to be observed thereat. iii. The candidates who have passed their examinations in the year for which the Convocation is held shall be eligible to be admitted to the Convocation. Provided that this will not be applicable to the First Convocation at which candidates for preceding years shall also be admitted to their respective degrees. Provided also 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 fees. |
| Application | 4. | <ul style="list-style-type: none"> i. A candidate for the degree must submit to the Registrar his application on or before the date prescribed for the purpose for admission to the degree at the Convocation in person along with the prescribed fees. ii. Such candidates as are unable to present themselves in person at the Convocation shall be admitted to the degree in absentia by the Chancellor or in his/her absence by the Vice-Chancellor and their diplomas shall be given by the Registrar on application and payment of the prescribed fees. |

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| Fees | 5. | The fees for admission to the degree at the Convocation in person shall be Rs.250/-. The fees for admission to the degree at the Convocation in absentia shall be Rs.200/-. |
| Honorary | 6. | <ul style="list-style-type: none"> i. Honorary degree shall be conferred only at a Convocation and may be taken in person or in absentia. ii. The presentation of the persons at the Convocation on whom honorary degrees are to be conferred shall be made by the Vice-Chancellor or in his absence the Senior-most Dean of the University. iii. Candidates at the Convocation shall wear gowns and hoods appropriate to their respective degrees as specified in 14 below. No candidate shall be admitted to the Convocation who is not in proper academic dress prescribed by the University. |
| Academic Dress | 7. | <p>The academic dress of the University for the Convocation shall be as follows :</p> <ul style="list-style-type: none"> i. For Chancellor: Gown of pure Hand-spun Head cover silk with Mizo pattern lace on the front folds and Garo pattern lace round the neck and bottom of sleeves; with one University Crest fully interlined. Cap for the Hon'ble Chancellor in pure Handspun Handwoven silk with silver Tassel and Mortar Band. ii. For Chief Rector: Gown of Pure Handspun Hand Woven silk with Mizo pattern lace on the front folds and Garo pattern lace round the neck with one University crest fully interlined. Cap of pure silk with silver tassel and Mortar Band. iii. For Vice-Chancellor : Gown of Pure Hand-spun Hand woven silk with Mizo pattern lace on the front folds and Garo pattern lace round the neck and round the sleeves with one University crest fully interlined. Cap of pure Handspun hand woven silk with silver tassel and mortar Band. iv. For Chief Guest: Gown of Pure Handspun Hand woven silk with Mizo pattern lace on the front folds and Garo pattern lace round the neck fully interlined. Cap of pure handspun hand woven with silver tassel. v. For Registrar: Gown of pure silk Handspun Hand woven with white silk facing round the neck and one University crest fully interlined. Cap with black Tassel. |

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- vi. For Members of the University Authorities: Superior black silk gown with facing of golden silk and with stripes on the arm. Cap of Black silk cloth with black tassel and mortar Band.
- vii. For Master of Arts: Black silk gown with maroon facing and with gold stripes round the neck. Hood-Maroon with black lining.
- viii. For Master of Science: Black silk gown with maroon facing and with gold stripes round the neck. Hood-golden with black lining.
- ix. For Master of Commerce: Black silk gown with maroon facing and with gold stripes round the neck. Hood-Red silk with black lining.
- x. For Bachelor of Arts: Black silk gown with Red silk pattern and with blue stripes on the front folds. Hood-3 inch Red border with black lining.
- xi. For Bachelor of Science: Black silk gown with Red silk pattern and with blue stripes on the front folds. Hood-3 inch Blue border with black lining.
- xii. For Bachelor of Science(Agriculture) : Black silk gown with red silk pattern and with blue stripes on the front fold. Hood-3 inch green border with black lining.
- xiii. For Bachelor of Commerce: Black silk gown with red silk pattern and with blue stripes on the front folds. Hood-black silk with two Red stripes and one black stripe on both sides.
- xiv. Bachelor of Education: 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.
- xv. Bachelor of Law: 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.
- xvi. Doctor of Philosophy in Arts & Education: White silk gown with maroon facing and with maroon band on the sleeves. Hood will be white silk with maroon lining.
- xvii. Doctor of Philosophy in Science: White silk gown with violet facing and with violet band on the sleeves. Hood-white silk with violet lining.

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- xviii. Master of Philosophy: Black silk gown with maroon facing and with gold stripes around the neck. Hood-violet with black lining.
- xix. Master of Education: Black silk gown with maroon facing and with gold stripes around the neck. Hood-purple with black lining.

**Convocation
Procedure**

8.

- i. 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 Heads of respective Post-Graduate Departments will present the Masters of Arts and Masters of Science Candidates. The Principals of the affiliated colleges, nominated for the purpose by the Vice-Chancellor will present, in the following order, the candidates for the degree of L.L.B., B.Ed., B.A. (Honours and pass), B.Sc. (Honours and Pass), B.Com. (Honours and Pass). The names of the recipients of medals and prizes shall be read by the Registrar.

The Registrar or the person appointed for the purpose will present the candidates for their degrees in absentia for admission to their respective degrees.

Degree Certificates shall be supplied to the candidates in a manner to be prescribed by the Vice-Chancellor after the Convocation is over.

- ii. The Chancellor, the Chief Rector, the Chief Guest, the Vice-Chancellor, The Pro-Vice-Chancellor (if any), the Registrar, the Finance Officer, the Deans of Schools and the members of the University authorities shall wear their special robes prescribed by the University.
- iii. The Chancellor, the Chief Rector, the Chief Guest, the Vice-Chancellor, the Pro-Vice-Chancellors (if any), the Registrar, the Deans, 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 :
 - a. The Registrar
 - b. Members of the authorities
 - c. The Court
 - d. The Academic Council
 - e. The Executive Council
 - f. The Boards of Schools
 - g. The Deans of Faculties
 - h. The Controller of Examinations
 - i. The Finance Officer
 - j. The Pro-Vice-Chancellor

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- k. The Vice-Chancellor
 - l. The Chief Guest
 - m. The Chief Rector
 - n. The Chancellor
- iv. The Chancellor, the Chief Rector, the Chief Guest, the Vice-Chancellor, the Pro-Vice-Chancellor (if any), the Registrar, the Deans, the Finance Officer, the Members of University Authorities shall take their seats in places reserved for them.
 - v. 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.
 - vi. When the Chancellor and the Chief Guest are present, the Vice-Chancellor will welcome them.
 - vii. The Convocation address will be delivered by the appointed Speaker.
 - viii. Having obtained the permission of the Chancellor or in his/her absence the Vice-Chancellor, the Registrar shall declare the convocation open. The Chancellor, or in his/her absence the Vice-Chancellor shall then say, "Let the candidates be presented".
 - ix. The persons appointed for the purpose of presentation of candidates for their respective degrees shall present in the manner prescribed in Clause 15 in the following form. The candidates when presented shall rise in their seats.

"Madam Chancellor/Chancellor Sir, I present to you
Candidates who have been examined and found qualified for the Degree ofto which I pray that they may be now admitted".

The Chancellor or in his/her absence the Vice-Chancellor will admit the candidates to the degree in the following words :

"By virtue of the powers vested in me as the Chancellor/ Vice-Chancellor of North-Eastern Hill University, I admit you to the degree ofand I charge you that ever in your life and conversation you show yourselves worthy of the same".

The candidates will then take their seat.

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- x. The Registrar or the person appointed for the purpose shall then request the Chancellor or in her/ his absence the Vice-Chancellor to admit the candidates in absentia to the various Degrees in the following words :

“Madam Chancellor/Chancellor Sir, 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 degrees”.

The Chancellor or in her/his absence the Vice-Chancellor will admit those candidates to their respective degrees in the following words :

“By virtue of the powers vested in me as the Chancellor/Vice-Chancellor of North-Eastern Hill University, I admit those candidates to their respective degrees in absentia”.

- xi. When all candidates have been admitted to their degrees, medals and prizes the Vice-Chancellor, when the Chancellor is present, shall propose a vote of thanks.
- xii. After this the Registrar shall, with the permission of the Chancellor or in his/her absence, the Vice-Chancellor, declare the Convocation Closed.
- xiii. The procession shall then leave the Convocation Hall in the same order as that in which it entered, the graduates and the audience standing.

1. Approved vide Ministry of Education, Govt. of India letter No. F.10-11/76-Leg. Unit (U.2) dated July 20,1976.