



MAHARASHTRA NATIONAL LAW UNIVERSITY, AURANGABAD CHHATRAPATI SAMBHAJINAGAR

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

Date: 13.09.2024

IMPORTANT INSTRUCTIONS-CUM-GUIDELINES FOR ATTENDING THE THIRD CONVOCATION CEREMONY SCHEDULED ON 16TH SEPTEMBER 2024 AT 10:00 a.m.

As notified by the University, the Third Convocation Ceremony is scheduled on 16th September 2024, at 10:00 a.m. in the Maharashtra National Law University, Aurangabad, Nath Valley School Road, Kanchanwadi, Chhatrapati Sambhajinagar.

The following are important instructions-cum-guidelines for the graduating students attending the Convocation Ceremony:

1. The graduating students have to make their own arrangement of accommodation.
2. The reporting time for the Convocation Ceremony shall be **08:00 a.m.**
3. The graduating students shall have to register for the convocation at the registration desk on the day of ceremony, the details of which are as follows:
 - a) **B. A. LL.B. (Hons.)** – Classroom No. 7 of the Centre of Excellence Building
 - b) **LL.M.** – Classroom No. 6 of the Centre of Excellence Building
4. The convocation gowns/robes shall be provided at the registration desk only.
5. The students will be issued entry pass along with food coupons for breakfast and lunch at the time of registration.
6. The University has arranged breakfast for the graduating students and their parents in the Seminar Hall on the First Floor of Centre of Excellence Building, MNLU, Aurangabad.
7. The graduating students and their parents are instructed to park their vehicles in the assigned area only.
8. The students are also informed to carry their original photo ID (Aadhar Card/Driving License/PAN Card etc.) for registration purpose.
9. The Registration Desk will be closed at sharp **09:15 a.m.**
10. After registration, the students are instructed to occupy their respective seats only as per the seating arrangement made in the Convocation pandal.
11. As already instructed during the application process of convocation, the graduating students (degree recipients) can be accompanied by a maximum of two family members.

Address: "Maharashtra National Law University Aurangabad, Nath Valley Road, Kanchanwadi, Chhatrapati Sambhajinagar (Aurangabad)"-431011

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



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12. The children below 12 years of age are not allowed in the Convocation pandal.
13. There shall be separate seating arrangements for the parents in the Convocation pandal.
14. At the time of arrival of the academic procession in the convocation pandal, all students, parents and invitees should rise and remain standing till the guest occupy the dais. The students and parents are also instructed to rise for the National Anthem.
15. The degree recipients shall remain in the convocation pandal till the academic procession leaves the pandal.
16. In view of presence of high dignitaries for the Convocation ceremony, the entire campus of the University will be under surveillance of Police.
17. All invitees are requested to maintain silence and decorum in the convocation pandal during the entire convocation ceremony. 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.
18. All the degree recipients shall report in the convocation pandal in formal dress code suitable for the convocation ceremony. (Jeans, T-Shirts, Casual Wears etc. are not allowed inside the convocation pandal)
19. As per the convocation protocol, the degree certificates shall be distributed after ceremonial official declaration and oath by the Hon'ble Chancellor of the University.
20. Accordingly, the names of the degree recipients shall be announced for collecting the degree certificates, medals and rank certificates at the hands of the Hon'ble Chief Guest.
21. The degree recipients shall strictly follow the instructions from the concerned faculty coordinators for receiving their degree certificates.
22. The University's official photographer shall take the photographs (individual on the dais as well as group after the Convocation ceremony) and capture the entire event and the same will be shared with you. Hence, the students, parents and



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invitees are requested not to click photographs or selfies during the entire Convocation ceremony as it may disturb the flow of the proceedings.

23. There will be a security check at the entrance of the Convocation pandal. As a part of security measure, all invitees are not allowed to carry cameras, electronic devices, whistles or any other sharp object etc. inside the Convocation pandal.
24. All graduating students to note that immediately after the Convocation ceremony, there will be a group photograph of the graduating students with the dignitaries at the entrance of the Centre of Excellence Building of the University. Hence, the graduating students have to immediately report to the Centre of Excellence Building after the Convocation Ceremony.
[Order of the group photograph: 1) LL.M. and 2) B.A. LL.B. (Hons.)]
25. After the Convocation Ceremony, the Degree recipients shall return the robes and Entry Pass at the respective Registration Desk.
26. The programme will be followed by lunch for all the invitees and degree recipients along with their parents.

IMPORTANT TIMINGS AND VENUES

- **Reporting Time for Graduating Students: 08:00 a.m.**
- **Commencement of Registration Process: 08:00 a.m. (At the respective registration desk)**
- **Venue of Registration Desk:**
Classroom No. 07: B.A. LL.B. Hons.
Classroom No. 06: LL.M.
- **Closing of Registration Process: 09:15 a.m.**
- **Venue & Timing of Breakfast:** Seminar Hall, First Floor, Centre of Excellence Building (08:00 am to 09:30 am)- **After registration**
- **Venue & Timing of Breakfast:** Seminar Hall, First Floor, Centre of Excellence Building (After the Convocation Ceremony)

Sadhu

Registrar

Registrar
Maharashtra National Law University
Aurangabad.

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