

# SNDT WOMEN'S UNIVERSITY

## PARIKSHA BHAVAN

Sir Vithaldas Thackersey Vidyavihar

Juhu Road, Santacruz (West), Mumbai – 400 049.

Ref.No.:Exam/Conv.Ceremony/2024-25/370



श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

परीक्षा भवन

सर विठ्ठलदास ठाकरसी विद्याविहार

जुहू रोड, सांताक्रूझ (पश्चिम), मुंबई – ४०० ०४९.

Date : 28.01.2025

To,

1. The Principals of Autonomous / Affiliated / Conducted Colleges,
2. The Heads of the University Departments and Recognised Institutions,
3. The Director, Centre for Distance Education.

**Sub: Assigning the Affiliated / Conducted / Autonomous Colleges / University Departments and Recognised Institutions to hold graduation ceremony of their students on behalf of University and schedule of graduation ceremony.**

Ref.: The Maharashtra Public Universities (Convocation) Uniform Statute 2018 (Uniform Statute No.4 of 2018).

Madam/Sir,

The Government of Maharashtra, Department of Higher and Technical Education vide its notification No.Parini.2018/C.R.83/Vishi-2 dated October 10, 2018 has prescribed the "Maharashtra Public Universities (Convocation) Uniform Statute 2018" (Uniform Statute No. 4 of 2018) relating to Convocation.

The Section 8 of the aforesaid Uniform Statute no. 4 of 2018 empowers the University to assign the Affiliated / Conducted / Autonomous colleges / University Departments and Recognised Institutions to hold graduation ceremony for their students on its behalf, on the date so fixed, for the purpose of distribution of degrees. Provided that such graduation ceremony shall be held by the colleges / departments / institutions within one month after the Convocation is held by the University.

Whereas, Section 9 of the Uniform Statute No. 4 of 2018 makes it mandatory for the Affiliated / Conducted / Autonomous colleges / University Departments and Recognised Institutions to abide by the directions of the University and hold the graduation ceremonies as per the schedule fixed.

Whereas, as per Section 10 of Uniform Statute No.4 of 2018, the University is required to furnish an annual report to the University Grants Commission on the observance of the provision of Uniform Statute No.4 related to Convocation within 45 days.

Whereas as per Section 2(2) of the Uniform Statutes No.4 of 2018, "Convocation" means a ceremonial assembly of an affiliated college or recognized institution held for conferment of degrees, diplomas, certificates and other awards to its eligible students.

Whereas, the 74<sup>th</sup> Convocation of the University will be held on February 17<sup>th</sup>, 2025 to confer the degrees, diplomas, certificates & other academic distinctions and awards to eligible candidates, for the examinations held during the academic year 2023-24.

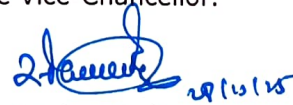
In view of the provisions of the Uniform Statutes No.4 of 2018, the following directives by the Hon'ble Vice-Chancellor have been issued for the affiliated colleges and recognized institutions for holding graduation ceremony for their students who have been declared eligible for award of the respective degrees /diploma/certificates/academic distribution by the University, for the academic year 2023-24.

1. The affiliated colleges or recognized institutions who desire to hold the Graduation Ceremony may do so, after Convocation Ceremony of the University i.e. on or before April 02, 2025.

2. The affiliated colleges or recognized institutions holding Graduation Ceremony must collect the Degree/Diploma/Certificates/other awards related to their graduating students from the Pariksha Bhavan of the University, Juhu Campus, Santacruz, Mumbai, in advance.
3. The affiliated college or recognized institution must notify the programme of Graduation Ceremony at least 7 days before the date so fixed.
4. The Graduation Ceremony shall include the following :
  - i) **Dress Code** : Students attending Graduation ceremony should wear plain white or off-white saree with border and pallu of any colour. They may wear plain white or off-white salwar kameez with coloured boarder along with plain white or off-white dupatta with coloured border.
  - ii) **Chief Guest** : The Person who has been actively involved in the field of education, social work, public service, etc. and attained eminent position in the society be invited as Chief Guest for the graduation Ceremony.
  - iii) **Venue** : The Graduation Ceremony be preferably held in the college premises or in public auditorium.
  - iv) **Invitees** : The parents, trustees, donors, philanthropists, alumni, employees, students and other eminent persons be invited for the function.
  - v) **Distribution of Degree/Diplomas/Certificates** : The degree/diploma/certificates be distributed at Graduation Ceremony at the hands of Chief Guest/Principal of the College/Director of the Recognized Institute/President or Secretary of the Trust/Society.
  - vi) **Annual Report** : The Principal of College/Director of Recognized Institution shall present the annual report of the college/Recognized Institute for the academic year 2023-24 at the Graduation Ceremony.
  - vii) **Recording of the Ceremony** : The entire Graduation Ceremony be digitally recorded and the copy thereof along with photographs be submitted to the University at the Hon'ble Vice-Chancellor Secretariat / Office.
  - viii) **Report of the Graduation Ceremony**: The report of the Graduation Ceremony be submitted in the link provided, so that, the same can be included the University of the observance other provision of Uniform Statutes 4 of 2018.

The expenditure to be incurred on the Graduation Ceremony must be met by the affiliated college / recognized institution out of its own fund. No separate fees shall be collected from the students.

These directions are issued with the concurrence of the Hon'ble Vice-Chancellor.



(Dr. Sanjay Nerkar)  
Director

Board of Examinations and Evaluation

c.c. : For Kind Information to -

1. The Vice Chancellor,
2. The Pro Vice-Chancellor,
3. The Registrar,
4. The All Dean of Faculties,
5. The Finance and Accounts Officer,
6. All Deputy Registrars / Assistant Registrars.