

Bhattadev University, Bajali
First Convocation, 2025
General Instructions for Academic Procession

Procession of Awardees:

- All awardees must attend a **rehearsal** on **27/03/2025** (at **1.30 PM**) and **28/03/2025** (at **11.00 AM & 3.30 PM**) on the Bhattadev University campus.
- All the **Marshals** are requested to attend the Rehearsal. We will also have a brief discussion about the academic procession.
- All the members of the "Academic Procession Committee" of 1st Convocation are also requested to arrange and guide the Rehearsals process.
- All the Deans and the members of the Academic Council, are requested to take part in the rehearsals. Participants will also be briefed about the procedures to be followed in the Convocation during the rehearsals.
- Awardees are required to arrive not later than **7.30 AM** on the day of the convocation for the academic procession at the Auditorium Hall (near Controller of Examinations' office) and make queue at **8.00 AM**.
- Academic robes will be distributed on **27/03/2025** and **28/03/2025** at Bhattadev University Campus.
- **Marshalls** will arrange the queue of the students of the respective departments.
- The procession will be divided into two parallel queues: one for the **Faculty of Humanities and Social Sciences** and the other for the **Faculty of Natural and Mathematical Sciences**.
- Awardees will be grouped by department, with departments listed in alphabetical order.
- **Ph.D.** awardees will lead the queue, followed by those with **Masters'** and **Bachelors'** degrees.
- **Gold medalists** will be at the front of their respective department batches.
- The procession will begin at the University's main road, in front of Classroom CR-1, and proceed past the Administrative Block and University Field before entering the convocation hall.
- The procession of the awardees will start at **9.00 am**. They will take their assigned seats in the convocation hall and will not be permitted to change seats or move around during the ceremony until it concludes.
- The academic procession of VVIP will enter the hall at **10.50 am**.
- **Awardees arriving late will be denied entry to the convocation hall.**
- No parents or other family members will be allowed to enter the convocation hall.

Procession of VIP/VVIP:

- The **Chancellor, Chief Guest, Guest(s) of Honour, Vice-Chancellor, Registrar, Academic Registrar, Controller of Examinations, Deans/Associate Deans, Finance Officer,** and other members of the University's statutory bodies are required to wear the University-prescribed convocation attire. They will gather at the CR-1 Class Room for donning the robe at **9:00 a.m**
- The Procession is scheduled to commence at **10.40 am**, following the bellow mentioned order:

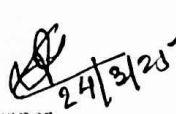
Entry of Academic Procession

1. Registrar with the University Flag
2. Members of the Academic Council
3. Controller of Examinations
4. Finance Officer
5. Members of the Executive Council
6. Members of the University Court
7. Vice-Chancellor
8. Special Guest
9. Guest(s) of Honour
10. Chancellor


Chief Coordinator
1st Convocation, 2025

Exit of Academic Procession

1. Registrar with the University Flag
2. Chancellor
3. Guest(s) of Honour
4. Special Guest
5. Vice-Chancellor
6. Members of the University Court
7. Members of the Executive Council
8. Finance Officer
9. Controller of Examinations
10. Members of the Academic Council


Convener
Academic Procession Committee