



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SEC-16C, DWARKA, NEW DELHI – 110078



EXAMINATION DIVISION

No. GGSIPU/EXAM/XV Convocation/2023/8714

Dated: 22.05.2023

NOTICE

The University is holding its “**FIFTEENTH CONVOCATION**” on **Tuesday, the 06th June, 2023** as its **Dwarka Campus**. The ceremony will be presided over by Hon'ble Lt. Governor of Delhi as Chancellor of University.

During the Convocation, the Certificates and Medals will be conferred upon the Ph.D. Scholars and Gold Medalist Students, who have successfully completed the requirements of their programme.

The Students as per list notified on the University Website, who wish their Degrees (in case of Ph.D. Scholars) / Certificate of Merit and Gold Medal (in case of Gold Medalists) to be conferred “in person” are required to submit consent letter as per Annexure “A” (in case of Ph.D. Scholars) / Annexure “B” (in case of Gold Medalists) and Admit Card Performa as per Annexure “C” (Two Copies) shall be duly verified by the Dean/Director/Principal of the School/Institute/College latest by **27th May, 2023 (Saturday) upto 04:00 pm** in the office of Controller of Examinations-I, Examination Division, Guru Gobind Singh Indraprastha University, Dwarka positively, failing which the Degree/Certificate of Merit and Gold Medal would be conferred ‘in absentia’.

Further, this is for your information, that Examination Division, GGSIP University will be working on 27th May 2023 (Saturday) till 04:00 pm.

Detailed Guidelines as well as required Annexures – “A”, “B”, and “C” are herewith attached.

(Prof. Gulshan Kumar)
Controller of Examinations-I

Copy to

1. Deans/Directors/Principals, USS/University Centres and Affiliated Institutes/ Colleges
2. Director (Academic Affairs), GGS Indraprastha University, Delhi
3. Director (Development), GGS Indraprastha University, Delhi
4. A.R. to Hon'ble Vice-Chancellor - for information please.
5. A.R. to the Registrar - for information please.
6. In-charge UITS - for uploading on the University Website.
7. Office Copy



EXAMINATION DIVISION

GUIDELINES FOR FIFTEENTH CONVOCATION

All the eligible students are invited for attending convocation in person. They are advised to take note of the following important instructions for necessary information and compliance:

Prior Intimation: The students as per list notified on the University Website, who wish their Degrees (in case of Ph.D. Scholars)/ Certificate of Merit and Gold Medal (in case of Gold Medalists) to be conferred "in person" are required to submit **Consent Letter** as per Annexure- "A" (in case of Ph.D. Scholars)/ Annexure- "B" (in case of Gold Medalists) and Admit Card Performa as per Annexure-"C" (**Two copies**) duly verified by the Dean/Director/Principal of the University School of Studies/ Affiliated Institute and college concerned latest by **27th May, 2023 (Saturday) (04:00 p.m.)** in the office of Controller of Examinations-I, Examination Division, Guru Gobind Singh Indraprastha University, Sector-16C, Dwarka, New Delhi- 110078 positively, failing which the Degree/Certificate of Merit and Gold Medal would be conferred "**in-absentia**".

Further, this is for your information, that Examination Division, GGSIP University will be working on 27th May 2023 (Saturday) till 04:00 pm.

Admit Card: The Admit Card will be issued on receipt of consent from the students. **Students without proper 'Admit Card' will NOT be allowed to attend Rehearsal and Convocation.**

Rehearsal: For orderly conduct of Convocation, a rehearsal will be conducted in 'Auditorium' on **05th June, 2023** for which students must report at **11:00 am** in the University. **All the Ph.D. Scholars and Gold Medalists must attend this rehearsal, failing which they would not be allowed to attend the Convocation.** The students will attend the rehearsal and occupy their allotted seats strictly as per "Seats Allocation".

Reporting for Convocation: Convocation will be held in 'Auditorium' on **06th June (Tuesday), 2023** for which students must report at the respective "**Attendance Counter**" established in the University on **06th June, 2023 at 08:30 a.m.** and get their seat number in the 'Auditorium' allotted.

Convocation Gowns: All the students will be **Compulsorily** wear gowns, which will be available on hire from the "Gown Counters" established in the University on **06th June 2023 at 09:00 a.m.** The gowns will be issued against deposit of Rs. 500 per gown as Security (refundable). The hire charges @ Rs.50 per gown will be deducted when the gowns are deposited back after the Convocation at the Gown Counter. If the Gowns are not deposited by **04:00 p.m. on 06th June 2023 (Tuesday)** full security charges will be forfeited.

General Instructions:

- Only the recipient students accompanied with their parents/spouse (Only one person) are allowed entry. The student should strictly adhere to **COVID PROTOCOL**.
- Students are requested not to bring any brief case, bag, camera, mobile phone, any electronic gadgets, matchbox, water bottle and eatables inside the University. Students are advised to make their own arrangements for safe custody of their belongings as the University will find it difficult to arrange the same.
- Due to security reasons in the University Campus, vehicles would not be allowed inside the University Campus.

(Prof. Gulshan Kumar)
Controller of Examinations-I

Letter of Consent from Invitees for the Fifteenth Convocation

To,

The Controller of Examinations,
Guru Gobind Singh Indraprastha University,
Sector- 16C, Dwarka,
New Delhi- 110078

Sir,

I wish to participate in the 15th Convocation scheduled to be held on 06th June 2023 (Tuesday) and collect my **Ph.D Degree** 'in person'.

Signature: _____

Date: _____

Name: _____

Enrollment No: _____

Name of the University School of Studies/Centre/Affiliated Institute/College and Address

Letter of Consent from Invitees for the Fifteenth Convocation

To,

The Controller of Examinations,
Guru Gobind Singh Indraprastha University,
Sector- 16C, Dwarka,
New Delhi- 110078

Sir,

I wish to participate in the 15th Convocation scheduled to be held on 06th June 2023 (Tuesday) and collect my ***Certificate of Merit and Gold Medal*** 'in person'.

Signature: _____

Date: _____

Name: _____

Enrollment No: _____

Name of the University School of Studies/Centre/Affiliated Institute/College and Address



GURU GOBIND SINGH
INDRAPRASTHA
UNIVERSITY

ADMIT CARD FOR 15TH CONVOCATION

Enrollment No.: _____ Programme: _____

Name of Student (In Capital Letters): _____

Name of Institute: _____

Father's Name: _____

Address: _____

Affix Passport Size
Photo Here

Photograph of Student

(Signature of Student)

(Head of School/Inst./College)

(Controller of Examinations)