

Registrar's Office
(Academic & Council Branch)
Jamia Millia Islamia

AC-1(1)/RO/2013

October 23, 2013

NOTICE FOR ANNUAL CONVOCATION-2013

TO RECIPIENTS OF DEGREES AND MEDALS

The Annual Convocation of the Jamia will be held on 28th November 2013 at 3:30 p.m. The Venue will be the lawn of the Ansari Auditorium, Jamia Millia Islamia.

Instructions:

1. The gowns and hoods will be available at the **Faculty of Architecture & Ekistics, Jamia Millia Islamia** from the costumier on payment of Rs. 500/- as deposit (refundable) and Rs. 50/- (as hire charges) on 28.11.2013 from 9:00 a.m. onwards.
2. The gowns and hoods must be returned intact at the **Counter at Faculty of Architecture & Ekistics**, on the same day after the Convocation is over.
3. Recipients, marked absent, shall pay Rs. 100/- to the Jamia before he/she is admitted to the Degree.
4. Recipients of degrees must, before entering the Convocation Hall, wear the prescribed academic costumes (gowns and hoods) and also have "Entry Pass" issued to them.
5. Recipients make their registration in the '**FORM-A**' in person for attending the Convocation latest by November 25, 2013 on priority Basis.
6. The candidates can also make their registration either through post/e-mail at aahmad7@jmi.ac.in by filling-up the '**FORM-A**' along with 2 recent passport size photographs confirming their participation in the Convocation **so as to reach the same in the Office of the Asstt. Registrar (A&C) latest by 25th November 2013**, failing which they will not be allowed to participate in the Convocation. In case of applying through post/e-mail, the recipients will have to get their "Entry Pass" issued on or before 25TH November 2013 from the Office of the Asstt. Registrar (A&C) for which they must bring with them 2 recent passport size photographs.

For further details, please visit the Jamia website <http://jmi.ac.in>

(Prof. Shahid Ashraf)
Registrar

Encl: Form A

Form A

The Registrar,
Jamia Millia Islamia
New Delhi – 110025

Passport size
photograph of
the candidate
to be affixed

Sir,

I shall attend the Convocation to be held on 28.11.2013 at 3:30 p.m. I have noted the instruction given below:

Name of the student: _____
(IN BLOCK LETTERS)

Present Address _____

Exam. Passed _____

Year _____ Roll No. _____ Enrollment No. _____ Mob. No. _____

Date: _____

.....
Candidate's signature

Entry Pass for Convocation – 2013

Passport size
photograph of
the candidate
to be affixed

Name of the student: _____
(IN BLOCK LETTERS)

Present Address _____

Exam. Passed _____

Year _____ Roll No. _____ Enrollment No. _____ Mob. No. _____

Candidate's signature

Signature of Issuing Authority

Instruction:

- 1. The candidates must not carry mobiles and electronics devices at the venue of the Convocation.*
- 2. Entry in the Convocation Hall will only be allowed on showing the "Entry Pass".*
- 3. Those registering themselves through e-mail, will have to get their "Entry Pass" issued on or before November 25, 2013 from the Office of the Asstt. Registrar (A&C), JMI.*
- 4. The gown and hood will be available on 28.11.2013 from 9:00 a.m. onwards at the Faculty of Architecture & Ekistics, Jamia Millia Islamia.*
- 5. Recipients must take their seats at the venue of the Convocation till 2:00 pm positively.*
- 6. The degree will be handed over on 28.11.2013 at respective Faculties/Departments/Centres after the Convocation is over.*