

SUSHANT UNIVERSITY
Examinations Department

8th Convocation of Sushant University

09 February 2024

Dear Graduating Students,

I am pleased to inform you that the Eighth Convocation of Sushant University is being held on 28th, 29th February & 1st March, 2024 at the University campus. The candidates who have qualified for award of degree certificate till academic year 2022-2023 are eligible to register (See- [List-of-Eligible-Students-for-Award-of-Degree-at-the-Eighth-Convocation.pdf](#)).

All students who wish to receive their degree certificates, whether in person or otherwise, need to do the registration. Please note that only the recipients are allowed in the Convocation. The eligible candidates need to visit Convocation Registration Portal <https://forms.gle/bFM7q1Shb2uwRMBLA> and complete the online registration process from 9th February up to 19th February (2359 Hrs). The portal will close automatically after this timeline.

Following instructions for the Eighth Convocation must be adhered to -

Schedule of Convocation

Day	Date	School/Programme
Wednesday	28 February 2024	<ul style="list-style-type: none">• University Medals• Ph.D• School of Art & Architecture
Thursday	29 February 2024	<ul style="list-style-type: none">• School of Business• School of Engineering & Technology• School of Law
Friday	1 March 2024	<ul style="list-style-type: none">• School of Design• School of Health Science• Vatel Hotel & Tourism Business School

1. Only the recipient of the degree would be allowed entry on campus on the day of the convocation.
2. Students who are unable to attend the Convocation can collect their degree from the Examinations Department from 11 March onwards.
3. The students should come with their valid photo ID proof in original such as -Aadhar, PAN, DL, Voters ID. Students entry would be allowed till 01:30 PM only.
4. Reporting time for the students is from 12:30 PM to 01:30 PM.

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5. No robes will be distributed after 01:45 PM. Students, who are late, will not be entertained under any circumstances. Robes will be issued on a First come first served basis.
6. Disbursal of robes in the respective rooms will be done after depositing a security amount of Rs 1500 (cash only) and showing valid ID. Security deposit will be returned to the respective students when they return the robes on the same day.
7. The students after robing must be seated at their designated place in the Auditorium.
8. Convocation will be followed by High Tea at 05:00 PM.
9. The robes (including the cap and the hood) must be returned back to the rooms from where they were collected between 05:00pm - 06:30pm. Beyond this time, it will be assumed that the student is keeping the robes with himself/herself and the security deposit amount of 1500/- will be forfeited.
10. The security deposit of Rs. 1500/- will be forfeited in case the Convocation gown is torn or damaged or lost.
11. The University academic topper medals would be given on 28 February whereas the Programme toppers would be given on the day the particular programme is scheduled. For the list of academic toppers see the website ([List-of-Academic-Topper-Graduating-in-Academic-Year-2022-2023.pdf](#)).
12. Dress Code: Formal only (for example: males - coat, shirt, tie and trousers; Females - either coat, shirt and trousers/formal skirts or Sarees or Salwar-Kameez etc.)

Please ensure that you have no pending dues of the University. If you have any pending dues then you need to clear the dues in the next one week else you will not be part of the convocation and the degree will not be handed over until you have cleared all dues.

For any query, contact us on Email: convocation@sushantuniversity.edu.in

Looking forward to seeing you all at the ceremony.

Best wishes for your future endeavours!



Anil Yadav
Controller of Examinations

