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Statutes of Dr. B.R Ambedkar School of Economics University, Bengaluru for Conferring Degrees, Diplomas or Certificates at Convocation - 2023.

In exercise of the powers conferred under Section 44 (iv) read with Sections 5 (iv) and 30 of **Dr. B.R. Ambedkar School of Economics University Act, 2018**, the Dr. B.R. Ambedkar School of Economics University, Bengaluru do hereby makes the following Statutes:

1. Title & Commencement: -

- i. These Statutes may be called "**Dr. B.R Ambedkar School of Economics University, Bengaluru statutes for Conferring Degrees, Diplomas or Certificates at Convocation.**"
- ii. They shall come into force from the date of assent of the Chancellor.

2. Definitions: -

Unless the context otherwise requires, the words and expressions used herein, shall be held the same meaning as assigned to it in **Dr. B.R Ambedkar School of Economics University Act, 2018**.

3. Regular & Special Convocations: -

- i. Convocation for the purpose of conferring degrees shall be held once every year, preferably before December or at other time/s as the Chancellor may direct.
- ii. The Controller of Examinations shall, not less than 35 days before the Convocation, cause a notification provide wider publicity, displayed in the University Office notice board/website indicating the details of place/venue date and time of the Convocation.
- iii. A Special Convocation, if necessary, for conferring degrees or other distinctions may be held on such date and time as the Executive Council may, with the Chancellor's approval, determine.

4. Students who request issue of degree certificates either to pursue higher education or employment or visa or any other purpose their degree certificates may be issued pending holding of convocation. The Degree Certificates shall, however, include the following words: "This certificate is issued at the request of the student under transitory provision and convocation statutes of the University". The relevant portion of the convocation particulars shall be omitted in their certificates. The details of such students shall invariably be included in the eligibility list prepared for the immediate subsequent convocation.

5. Degrees to be taken at Convocation: -

- i. After the publication of the results of the final degree (including PhD)/diploma/certificate examinations held every year, the Controller of Examinations will prepare a list of candidates eligible to receive their degrees at the next convocation.


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- ii. All those whose names appear in the list of successful candidates for award of any of the degrees, diplomas and certificates of the University, shall receive their respective degrees in person or in absentia at any Convocation held after such lists are approved by the Executive Council and the Academic Council.
- iii. In case, the names of any of the candidates, who have become eligible to be included in the said list of candidates to receive the degrees in the said Convocation, but have not been included in the said list, either on account of any mistake or inadvertance on the part of the concerned staff of the University in preparing such list or due to any ground, such names of the candidates could be added to the said list at any time subsequently, with the prior approval of the Vice-Chancellor after a note mentioning the circumstances under which such names are sought to be included in the said list is circulated to the Executive Council & the Academic Council.

Note:- When any name of such candidates is added to such list, the reason for such inclusion particulars of the order under which approval of the Vice-Chancellor was obtained should be clearly mentioned in such list. Similarly same procedure be followed in case of exclusion of ineligible names of candidates, who were included by oversight.

- iv. No candidate who has already been admitted to a degree and has been awarded his degree, shall be admitted at a Convocation a second time to the same degree notwithstanding that s/he may have become qualified in an additional language or has obtained a higher class. An endorsement shall be made upon his certificate setting forth details of further examination passed by him/her with dates and class, if any.

6. Application for admission to a degree: -

- i. No candidate shall be admitted to the Convocation in person who has not submitted to the Controller of Examinations, his/her application for award of the degree in the prescribed form along with the fee prescribed. No person shall be admitted to the Convocation who has not thus applied.
- ii. No candidate shall be admitted to a degree 'in absentia' at a Convocation who has not submitted his application to the Controller of Examinations in the prescribed form along with the prescribed fee.
- iii. It shall, however, be competent for the Vice Chancellor for satisfactory reasons shown to grant a Degree certificate to a candidate who is eligible for such degree prior to the Convocation, subject to such candidate fulfilling all the requirements for being admitted and award of degree.
- iv. Between two Convocations, if University Examinations are held and the students are successful in such examinations thus becoming eligible for conferrment of Degrees at the next Convocation, the Controller of Examinations is competent to issue Provisional Certificate declaring them to have passed such public examinations. Such candidates will however, be entitled for conferrment of degrees only at the next Convocation.

Degree Certificates to such candidates will be issued only on an application made to the Controller of Examinations by paying the prescribed fees at the next Convocation.


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7. Declaration to be signed: -

Every candidate applying for the degree shall sign a declaration in the following form, before he/she is admitted to the degree for which he/she may have been recommended:

"I hereby solemnly declare and promise that, if admitted to the Degree for which I have been recommended, I shall in my daily life and conversation, conduct myself as befits a member of this University, that I shall to the utmost of my capacity and opportunity, support the cause of morality and sound learning."

8. Preliminary meetings of the Executive Council and the Academic Council:

- i. There shall be preliminary meeting of the Executive Council in which the Controller of Examinations shall submit the list of candidates eligible to receive Degrees for approval.
- ii. There shall be preliminary meeting of the Academic Council prior to the Convocation at which the reports of the Executive Council containing lists of candidates recommended for admission to the various degrees shall be considered and approved.

9. Convocation Procession: -

- i. The Chancellor, Pro-Chancellor, the Vice-Chancellor, the Members of the Academic Council and Executive Council shall pass in procession to the place where the Convocation is to be held, the order of the procession being as under:
 - a) The Controller of Examinations, who shall be the Mace Bearer,
 - b) The Members of the Executive Council and Academic Council
 - c) Dean/s
 - d) The Directors of Research Centers (in pairs) if any.
 - e) Registrar
 - f) The Vice-Chancellor
 - g) The Pro-Chancellor
 - h) The Chief Guest and
 - i) The Chancellor (followed by Aide-de-camp): -
- ii. Members will walk abreast and separate at the Dias when the members to the right go up on the Dias from the right side and the members to the left on the left side. All will remain standing until the Chancellor and others in the procession have taken their seats.

10. Conferrment of Degrees: -

- i. After the members forming the procession have taken their places, the Vice Chancellor will request the Chancellor or the Pro-Chancellor in the absence of the Chancellor, to declare the Convocation open in the following words: -

"Mr. /Madam Chancellor/Pro- Chancellor,

I have the Honor to request you Sir/ Madam to declare the Convocation open."

The Chancellor or the Pro-Chancellor in the absence of the Chancellor, will then declare the Convocation open.


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The Chancellor/Pro-Chancellor will then say,

“I declare the Convocation open. This Convocation of the Dr. B.R Ambedkar School of Economics University, Bengaluru has been called to confer Degrees upon the candidates who in the examinations held for the purpose, have been successful and certified to be worthy of receiving the Degrees. Let the candidates be presented.”

ii. The Dean or in his/her absence, a member nominated for the purpose by the Vice-Chancellor, shall present the candidates to the Chancellor, for the award of degrees.

iii. The Dean, or the person authorized in this behalf by the Vice-Chancellor, will present the candidates thus:

“Sir / Madam,

I present the candidates whose names are set out in the list for the degrees of under the School of..... They have been examined and found qualified for the respective degrees to which I pray they may be admitted”. All the candidates who belong to various degrees will rise from their seats and bow to the Chancellor.

iv. At the conclusion of presentation of candidates, the Chancellor/Pro-Chancellor shall say to the candidates:

“By virtue of the authority vested in me as the Chancellor/Pro-Chancellor of this University, I admit you to the various degrees awarded by the Dr. B.R Ambedkar School of Economics University, Bengaluru and I charge you that ever in your life, in conversation and conduct you show yourself worthy of the same”.

v. After all the candidates taking degrees in person have been admitted, the Chancellor/Pro-Chancellor will admit candidates taking the degrees in absentia. She/he will say –

“By virtue of the authority vested in me as Chancellor/Pro-Chancellor of this University, I admit also the rest of the candidates whose names are set out in the lists to their respective degrees in absentia”.

vi. After the candidates resume their seats, the names of medalists and prize winners will then be read out by the Registrar. The medals and prizes will be presented to the candidates by the Chancellor/ Pro-Chancellor in the order in which the names are called by the Registrar. The Controller of Examinations will submit the medals and prizes to the Chancellor/ Pro-Chancellor in the order in which they are to be presented. The candidates will proceed to the Chancellor/ Pro-Chancellor to receive their prizes and medals, bow to the Chancellor/ Pro-Chancellor return and resume their seats.


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11. Convocation Address: -

- i. The Vice Chancellor shall introduce the Chief Guest, present a brief report of activities of the University during the previous years and request the Chief Guest to address the Convocation.
- ii. An address suitable to the occasion shall then be delivered by the Chief Guest.
- iii. The Chancellor will address the Convocation.
- iv. After concluding his/her address, the Chancellor / Pro-Chancellor (In the absence of the Chancellor) will say,
“I declare the convocation closed”.

12. Return Procession: -

The procession will then return in the reverse order as follows:-

- a) Mace Bearer, the Controller of Examinations
- b) The Chancellor (followed by Aides-de-camp)
- c) The Chief Guest
- d) The Pro-Chancellor
- e) The Vice-Chancellor
- f) Registrar
- g) The Directors of Research Centers (in pairs) (if any)
- h) Dean/Deans
- i) The Members of the Executive Council and Academic Council (in pairs)

13. Schedule of Robes:

All the VIPs, Members of the authorities and awardees present at the convocation are required to follow the following dress code:

1. VIPs, Members of the authorities (Male Members):

White pant/pyjama and Shirt/Jubba/Coat/Blazer made of white color Khadi material along with Angavastram (embossed with University Logo /embroided/printed on both the ends on Angavastram).

2. VIPs, Members of the authorities (Female members):

White colour Khadi saree with coloured border and blouse/salwar Kameez with duppata (embossed with University Logo/embroided/printed on both the ends on Angavastram).

3. Awardees (Male):

White pant/pyjama and shirt/jubba/coat/Blazer made of white colour khadi material along with Angavastram (embossed with University Logo/embroided/printed on both the ends on Angavastram).

4. Awardees (Female):

White colour Khadi saree with coloured border and blouse/salwar Kameez with duppata (embossed with University Logo/embroided/printed on both the ends on Angavastram).


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14. Saving Clause:-

Notwithstanding anything done or any action taken, decision or direction initiated in an order/notification under the Act in force at any time earlier than these Statutes shall be deemed to have been done or taken under these Statutes.

15. Removal of Difficulties: -

If any difficulty arises in giving effect to the provisions of these Statutes, the Vice-Chancellor may by order make such provisions not inconsistent with the Act, Ordinances, Regulations or Statutes as appears to be necessary or expedient to remove the difficulty.


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VICE-CHANCELLOR


25.10.23
CHANCELLOR

THAAWARCHAND GEHLOT
CHANCELLOR