



HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, ACADEMIC REGULATIONS, 2019

PART-V

REGULATIONS FOR CONVOCATION

WHEREAS the Himachal Pradesh national law university, Shimla (HPNLU) has one of the objects, "to hold examinations and confer degrees and other academic distinctions" under Section 4 (h) of the (HPNLU, Shimla) Act, 2016 (hereafter referred as HPNLU Act). The Section 5 (d) of the HPNLU Act gives power to the University "to confer degrees, titles, diplomas, certificates and other distinctions". The HPNLU Act under Section 5 (e) further empowers the University "to hold examination and to grant or confer degrees, titles, diplomas and other academic distinctions on persons".

AND WHEREAS Section 4 read with Section 5* of the HPNLU Act empowers the University "to confer honorary degrees and other distinctions in the manner laid down by the Regulations."

AND WHEREAS the HPNLU Academic Council has power "...to make recommendations regarding the conferment or grant of degrees, honours, diplomas, licences, titles and marks of honour." and also "to recommend ..., medals and prizes and to make other awards in accordance with the regulations and such other conditions, as may be attached to the awards**."

AND WHEREAS the HPNLU is running Under-Graduate Programme (B.A./B.B.A. LL.B. (Hons.) Five Year Integrated programmes), Post-Graduate Programme in Law (LL.M. One Year Programme) and also Ph.D. Programme in Law and LL.D. (post doctorate in Law) Degrees and other distinctions are to be conferred on the students of the graduate programme, post-graduate Programme and Ph.D. and LL.D. Programme who have become eligible to get their respective degrees and awards on successful completion of their respective programmes as per HPNLU Act and Regulations.

* The HPNLU Act S. 44 - Honorary degree: The Governing Council may, on the recommendations of not less than two-third of members of the Academic Council, confer by resolution, honorary degree or academic distinction, on a person who has eminent attainment and position.

Regulations. The University may start other courses/programmes and shall need to confer degrees, diplomas and other awards as and when the students shall become eligible for the same.

THEREFORE, the Executive Council formulates the HPNLU Convocation Regulations as per Section 35 of the HPNLU Act, as under:

UNIVERSITY CONVOCATION

1. Date and Place to hold Convocation

The University shall hold a Convocation as far as possible once in a year and at other times on the date fixed by the Chancellor for conferment of degrees, diplomas, certificates, medals, trophies, prizes, or other distinctions at the HPNLU Campus or at any other location to be decided by the Vice-Chancellor.

Note: Certificates shall be awarded at the Convocation only for those certificate courses where the duration of the course is one year or more.

2. Degrees/Diplomas Certificate to be conferred on candidates found eligible after examination

The degrees, diplomas, certificates and other distinctions may be conferred on the candidates who have been found eligible for the same through examination on successful completion of their respective programmes as per Regulations.

3. Conferment of *Honoris causa* Degree

(1) The University may also confer Honorary Degrees (*Honoris causa*) or academic distinction at the convocation on, any person for his/her attainment of eminence and position, as per Section 44 of the HPNLU Act.

(2) The Academic Council may through a resolution passed by minimum two third of its members recommend that Honorary Degree of Doctor of Laws (LL.D.) or in any other related faculty (*Honoris causa*) or academic distinction may be conferred on any person on the ground that he/she in its opinion is a fit and proper person to receive such degree or academic distinction by reason of eminent attainment and position in the field of law or other related faculty.

Provided that no honorary degree (*Honoris causa*) or academic distinction shall be conferred on any person unless the Governing Council by a resolution decide that the same may be conferred on the person recommended by the Academic Council.

(3) The Vice-Chancellor may put a list of persons who have attained eminence or position for consideration by the Academic Council at its meeting for recommendation to the Executive Council.

(4) The Academic Council may consider the name(s) of person(s) from the list submitted by the Vice-Chancellor or recommend the name(s) of any other person(s) suggested by its members.

- (5) An authentic bio-data or other material regarding the persons to be considered for Honorary Degree (*Honoris causa*) or academic distinction shall be put before the Academic Council.
- (6) The Executive Council may consider the names of the persons recommended by the Academic Council and decide through resolution that the Doctor of Laws (LL.D.) (*Honoris causa*) or any other related faculty academic distinction may be conferred on the person(s) so recommended.

4. List of eligible candidates to be considered and approved by the Executive Council on the recommendation of the Academic Council:

- (1) Prior to the convocation the Academic Council shall consider the list of the candidates who have been found eligible after the examination, to receive their respective degrees/diplomas/ Certificate and recommend to the Executive Council for approval of the same and may also recommend the award of honours, licences, marks of honour, medals, prizes to candidates entitled to resume as per rules.
- (2) The Executive Council after consideration of the list of candidates so recommended may accord approval for conferring of respective degrees/diplomas/Certificate and other awards to the eligible candidates at the convocation.

5. Calling of Convocation

The convocation shall be called through notification by the Registrar indicating the place, date and time of the convocation.

6. Calling upon students to confirm for receiving degrees/diplomas/ Certificate 'in person' or 'in absentia':

- (1) The Registrar shall call upon the eligible candidates to confirm, whether they are intending to receive their degrees/diplomas/certificate 'in person' or '*in absentia*', in the prescribed form as given certificate in **Annexure 'A'** along with the prescribed fee.
- (2) A candidate intending to receive degree/diplomas/certificate 'in absentia' shall send to the Registrar an application in prescribed form as given in **Annexure 'B'** along with the prescribed fee.
- (3) No candidate shall be admitted to the convocation who has not sent his name to the Registrar within the scheduled time except with the permission of the Vice-Chancellor in exceptional circumstances.

7. Programme and Procedure of Convocation

The detail of the programme and procedure to be followed at the Convocation shall be laid out in the Ceremonial Sheet to be prepared separately by the University for each Convocation in conformity with the Convocation Regulations (See model format of Ceremonial Sheet in (**Annexure 'C'**)). *Inter alia*, it shall include the following:

(1) Ceremonial Costumes for the Convocation

- (i) The Visitor, the Chancellor, the Vice-Chancellor, the Registrar and members of the Governing Council, the Executive Council and the Academic Council shall wear gowns, badges and hoods as described for them in **Annexure 'D'**.
- (ii) The faculty members shall wear gowns and hoods as per their

respective authorization.

- (iii) Every candidate attending the Convocation shall wear the gowns and hoods prescribed in **Annexure 'D'** for respective degrees/diplomas/certificates or other conferments.

(2) The Convocation Procession:

- (i) The Visitor, the Chancellor, the Chief Guest, the former Chancellors, the Vice-Chancellor, the Registrar, the members of the Executive Council, Executive Council and Academic Council shall proceed in procession to the venue of Convocation in the following order:

- (a) The Registrar
 - (b) The Members of the Academic Council
 - (c) The Members of the Executive Council
 - (d) The Members of the Governing Council
 - (e) Vice-Chancellor and former Chancellors
 - (f) The Chancellor and Guest of Honors
 - (g) The Visitor and the Chief Guest
- | in pairs

- (ii) On entering the Academic Procession in the Convocation Hall the candidates and other invitees shall rise from their seats and remain standing until all the members of the Convocation Procession have taken their respective seats at the dais.

(3) Presiding over the Convocation

The Visitor when present will preside over the Convocation. In his absence, the Chancellor will preside over the Convocation.

(4) Welcome Speech by the Vice-Chancellor

The Vice-Chancellor will give a brief welcome speech and then read a report on salient features and of the activities of the University.

(5) To Declare Convocation Open

- (i) The Vice-Chancellor will request the Chancellor to declare the Convocation open in the prescribed format given in of Ceremonial Sheet.
- (ii) The Chancellor will declare the Convocation open in the prescribed format given in Ceremonial Sheet.

(6) Conferring of Honorary Degree (*Honoris causa*)

- (i) For the award of Honorary Degree (*Honoris causa*)/ Academic Distinction the Vice-Chancellor will present the eminent personality approved by the Governing Council to the Chancellor.
- (ii) The Vice-Chancellor will read out the citation of the person highlighting his/her achievements/contribution towards the developments of Law/Justice/Society.
- (iii) The Vice-Chancellor will request the Chancellor to bestow upon him/her the Honorary Degree of *Honoris causa*/ Academic Distinction

- (iv) The Chancellor will admit the person to Honorary Degree (*Honoris causa*)/Academic Distinction of the University by following the procedure laid in the ceremonial sheets.

(7) Administering Oath on the Recipient of Degrees/Diplomas/ Certificate

The Chancellor will administer oath through a question as given in the Ceremonial Sheet to the candidates present 'in person' seeking promise and declaration for conduct in their daily life, befitting the degree/diploma/certificate for which they are candidates. All present candidates shall answer promising the same.

(8) Presentation of Candidates

- (i) Thereafter, the Chancellor will give permission to present the candidates to take degrees/diplomas/certificates in person.
- (ii) The candidates shall be presented separately to the Chancellor by the Registrar in the following order:
- (a) LL.D.
 - (b) Ph.D.
 - (c) Master of Laws (LL.M.)
 - (d) Bachelor of Arts and Law [B.A.LL.B. (Hons.)]
 - (e) Bachelor of Business Administration and Law [B.B.A.LL.B. (Hons.)]
 - (f) Diploma
 - (g) Certificate Course

(9) Admission of Candidates to their respective Degrees/ Diplomas/Certificate

- (i) On presentation of all the candidates of all the programmes, the Chancellor will admit the candidates present 'in person' as also the candidates 'in absentia' to their respective Degree/Diploma/Certificate for each course by following the procedure given in the Ceremonial Sheet.
- (ii) The candidates present 'in person' shall then receive the degrees one by one from the Chancellor on their names being called out by the Registrar.

(10) Signing of Records of Degrees/Diplomas/Certificate

Once all the candidates are presented before the Chancellor and have received their respective degrees the Registrar shall lay the record of the Degrees/Diplomas/Certificate for the signature of the Chancellor.

(11) Presentation of Medals and Prizes

The names of the candidates selected by the University for Award of Medal/Prizes/other distinction shall be announced by the Registrar one by one. Each candidate will proceed to the Chief Guest/Visitor/Chancellor/other dignitaries at the dais to receive the Medal/Prize/other distinction.

(12) Convocation Address

The Chief Guest shall be requested by the Vice-Chancellor to deliver the Convocation Address.

(13) Close of Convocation

The Vice-Chancellor shall request the Chancellor to declare the Convocation close and the Chancellor will accordingly declare the Convocation close.

(14) Kulgeet

The University Kulgeet shall be played and sung at the beginning of the Convocation Ceremony.

(15) National Anthem

The National Anthem shall be played/sung immediately after the University Kulgeet and close of Convocation.

(16) Retreat of Convocation Procession

The Convocation procession will retreat in the reverse order in which it entered the Convocation Hall. All persons in the Convocation shall remain standing while the Convocation Procession will move out.

(17) Photograph with Degree Holders

Group photographs shall be taken with dignitaries and degree holders/award winners at the place where prior arrangements shall be made.

8. Invitation to Alumni

The *alumni* may be called to the Convocation through invitation. Those who intend to attend the Convocation shall inform in writing by the scheduled date to the University of their intention to be present at the Convocation.

9. Invitation to Parents/Guardians

The University may allow the candidates called at the Convocation to be accompanied by their parents/guardian. (Not more than two in number, with prior intimation to the University by the scheduled date.)

10. Security and General Instructions

The candidates and their parents/guardians shall abide by the security and general instructions issued by the University for the smooth conduct of the Convocation.

11. Rules regarding Award of Medals/Prizes

(1) General Rules and Conditions for Award of Medals

- (i) That during the entire Programmes/Courses of Study a student should not have incurred any of the following disqualifications
- (a) Passed the paper(s) through any Re-Appear/Repeat examination.
 - (b) Have not passed all the examinations in the first attempt in one and the same sitting.
 - (c) Have been involved in any indiscipline amounting to misconduct or use of unfair means.
 - (d) Have been detained for shortage of attendance.
 - (e) Have passed the examination in any subject with grace marks.
- (ii) That the University reserves the right to withdraw the medal if it is

found to have been awarded wrongly.

- (iii) That the University reserves the right to withhold any medal if no student is found eligible.

(2) Rules for Award of University Gold Medal

- (i) University Gold Medal shall be awarded to the students of B.A.LL.B. (Hons.)/ B.B.A.LL.B. (Hons.)/LL.M.
- (ii) University Gold Medal shall be awarded to the topper of the respective programme on the basis of academic performance.
- (iii) All general rules for the award of medals shall apply to the award of the University Gold Medal.
- (iv) University may institute Academic Medal/Prize for any other degree/diploma/certificate course of the University.

Explanation:(1) In case the student who has scored the highest marks but found ineligible under these regulations, the next candidate in the order of merit shall be deemed to have scored the first position.

- (2) The rule in (1) above shall also be applicable to any other medal to be awarded on the basis of the highest rank in the merit list.

(3) Rules for Award of “Founder Chancellor's Fellowship”

- (i) Founder Chancellor's Fellowship shall be awarded to the topper in five years of law from the candidates of the Himachal Pradesh State. The overall performance in academics and other activities listed hereinafter shall be the criteria for the award of Founder Chancellor's Fellowship Medal subject to the following pre-conditions:
 - (a) All general rules shall be applicable for the grant of “Founder Chancellor's Fellowship.”
 - (b) Student should have consistently secured not less than 60% marks in all the ten semesters.
 - (c) In each batch first ten students i.e., those who have consistently secured not less than 60% marks in each semester and do not entail any of the disqualifications in clause (1) shall be eligible for evaluation on the basis of the criteria mentioned in para iii (c) below.

(4) Rules for Award of Founder Vice-Chancellor's “Gold Medal” to the toppers in Undergraduate and Post Graduate Programme

- (i) Founder Vice-Chancellor's Gold Medal is instituted to the overall topper
 - (a) Undergraduate Programme
 - (b) Post Graduate Programme
- (ii) The criteria and procedure for adjudging Founder Vice-Chancellor's Gold Medal for overall best performance shall apply for adjudging students for Vice-Chancellor's Medals.

(5) Rules for Award of Medal in Specialisation Group OTHER MEDALS

- (i) All general rules applicable for award of medals shall be applicable to grant of specialisation medals as well.
- (ii) There should be not less than five students enrolled in concerned specialization. If there were less than five students enrolled in a specialization, no medal shall be awarded.
- (iii) Overall aggregate marks of a student from Eighth to Tenth Semester (including core papers in previous semesters) shall be the criteria for award of medal in specialization group.
- (iv) That in case of a tie, the criteria for the award of the medal shall be as under:
 - (a) The student having higher academic marks in all ten semesters shall be given the medal.
 - (b) If the score remains the same after considering the academic score as given above then the student elder in age shall be considered for award of the medal.

(6) Rules for Award of Sponsored Medals

- (i) The sponsored medals shall be awarded to the students as per the conditions of donor and in case there is no such condition the University may decide in accordance with the requirements.
- (ii) All general rules applicable for award of Medals shall be applicable for award of sponsored medals.

12. Rules regarding Printing/Preparation of Degrees/Diplomas/Certificates

The University shall observe the following procedure for printing/preparation of Degree/Diploma/Certificates before holding the Convocation.

- (1) The Controller of Examination shall get printed/prepare the Degree/Diploma/Certificates in the approved formats.
- (2) Each Degree/Diploma/Certificates shall bear the seal of the University in printed and engraved form.
- (3) The Degree/Diploma/Certificate shall bear the nomenclature of the respective programme, name of the recipient, his/her father's and mother's name, division and CGPA score with grade scale (if applicable).
- (4) The Degree of B.A.LL.B. (Hons.)/ B.B.A.LL.B. (Hons.) Programme shall conform to the requirement of the Bar Council of India.
- (5) The Degree/Diploma/Certificate shall be authenticated by the Assistant/Superintendent and Controller of Examination on the reverse.
- (6) The Degree shall be signed by the Chancellor, Vice-Chancellor and the Registrar. The Diploma/Certificate shall be signed by the Registrar and the Controller of Examinations.
- (7) The following security measures must be taken to maintain the authenticity of the Degree/Diploma/Certificate:
 - (i) The leaf when got printed must bear a serial number at the reverse of the Degree/Diploma/Certificate.

- (ii) Number of leaves printed and received from the printer shall be entered in a permanent register to be maintained by the University and each leaf so received shall be duly accounted for.
- (iii) The printer shall give a certificate that, 'he has not printed any other leaf except those delivered to the University.
- (iv) The issued Degree/Diploma/Certificate shall bear serial number marked by the University along with the Roll Number and Registration Number of the student. The record of this shall be entered in the permanent register to be maintained by the University.
- (v) Degrees/Diplomas/Certificate shall bear the University hologram sticker.
- (vi) Degree/Diploma/Certificate shall also bear the photograph of the candidate.
- (vii) The Degrees/Diplomas/Certificates shall be issued by the University after lamination.

Annexure-A



HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA
[Established by Himachal Pradesh Act 16 of 2016]
Recognized by BCI, & UGC u/s 2(f) of the UGC Act, 1956

**APPLICATION FORM FOR REGISTRATION FOR
ATTENDING CONVOCATION**

Photograph

Name of the Student _____

Father's Name _____

Degree/Diploma/Certificate

LL.D.

LL.M.

B.B.A.LL.B.

Certificate Course

Ph.D.

B.A.LL.B.

Diploma

Batch _____

Registration No. _____

Roll No. _____

Contact No. _____

Email ID _____

Latest Postal Address _____

Date and time of arrival _____

Date and time of departure _____

Number of accompanying persons (Not more than two, only parents) _____

I hereby confirm that I shall attend the rehearsal and convocation on _____

(Signature of the Student)

For Office Use


Particulars:

1. Checked _____

Signature

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Annexure-B

	<p>HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, SHIMLA [Established by Himachal Pradesh Act 16 of 2016] Recognized by BCI, & UGC u/s 2(f) of the UGC Act, 1956</p>
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**APPLICATION FORM FOR GETTING
THE DEGREE IN ABSENTIA**

Photograph

Name of the Student _____

Father's Name _____

Degree/Diploma/Certificate

LL.D.
 LL.M.
 B.B.A.LL.B.
 Certificate Course

Ph.D.
 B.A.LL.B.
 Diploma

Batch _____

Registration No. _____

Roll No. _____

Contact No. _____

Email ID _____

Latest Postal Address at

which the degree is to be dispatched

Declaration:

1. I hereby solemnly declare and promise that if admitted to the Degree of _____ for which I have been recommended, I shall in my professional as well as personal life and conversation conduct myself as befits members of this University; that I shall, to the utmost of my capacity and opportunity, support the cause of justice, fairness and peace; and that I shall uphold and advance the social order constitutionally established and wellbeing of all human beings everywhere and rule of law within the country and outside.

(Signature of the Student)

For Office Use

Particulars:

1. Checked _____

Signature

Annexure-C

**Model
Ceremonial Sheet**

At the Convocation of the University the following procedure shall be followed:

- Arrival of Members of the Academic Council, Executive Council, Governing Council, the former Chancellors, the Chancellor, the Visitor and other dignitaries.
- Wearing of Ceremonial Gowns by the Chief Guest, Visitor, former Chancellors, Chancellor, Vice-Chancellor, Registrar, Guests of Honours, Members of University Statutory Bodies and faculty.
- As the marching tune is played, the Academic Procession shall move. As the procession enters the Convocation Hall, all the candidates and invitees in the Hall will rise and keep standing.
- At the foot of the dais, the REGISTRAR will stand to the right of the central steps facing the procession.
- The members of the Executive Council, Executive Council, Academic Council and other dignitaries will part near the central steps. Members on the right go up to the dais by the steps to the right and members on the left by the steps to the left.
- The Chief Guest and other dignitaries will proceed to their respective seats on the dais by the central steps.
- The Registrar will proceed to his seat, after the dignitaries take their seats.
- Kulgeet and National Anthem shall be played/sung.

- **Welcome Address by the Vice-Chancellor and brief report about the University.**

- At the conclusion of the address, the Vice-Chancellor will request the Chancellor, HPNLU to declare the Convocation open in the following words:

"Hon'ble Chancellor, Himachal Pradesh National Law University, Shimla I have the honour to request you, Sir, to declare the HPNLU Convocation open."

- The Chancellor declares the Convocation open in the following words:

"I declare the Convocation Open."

- The Vice-Chancellor, would request to the Chancellor,

- **"Hon'ble Chancellor this Convocation of the Himachal Pradesh National Law University, Shimla has been called to confer the Degrees upon the persons whose names have been approved by the Executive Council for the Degree of Doctor of Laws (LL.D.) *Honoris causa* and also the candidates who, after respective examinations held for the purpose, have been found eligible for receiving their respective degrees."**

Sir, may I have the honour to read the citation for _____ who has been found fit and proper person by the Executive Council to receive degree of Doctor of Laws *Honoris causa*."

The Chancellor would say

- **"Let the citation be read"**
- The Vice-Chancellor would read the citation in the presence of the person to whom the Honorary Degree is to be conferred.

Then the Vice-Chancellor would request the Chancellor.

- **"Sir, I pray the degree of Doctor of Philosophy of Laws (*Honoris causa*) may be bestowed upon _____"**

Chancellor would say

- **"By the virtue of the authority vested in me as Chancellor of this University I confer the degree of Doctor of Laws *Honoris causa* on you and authorize you to wear the costumes and insignia thereof."**

The Vice-Chancellor will take permission from the Chancellor in the same manner for any other *honoris causa* degree, if any, to be bestowed.

Then the Registrar would request the Chancellor for permission to present the candidates for Doctor of Philosophy (Ph.D.), Master of Laws (LL.M.) and [B.A.LL.B. (Hons.)] Degree and [B.B.A. LL.B. (Hons)] Degree by saying

"Hon'ble Chancellor, I have the honour to bring before you the candidates who have qualified for the award of degree of Doctor of Philosophy, Master of Laws and Bachelor of Laws (Honours).

Let the candidates for degree stand forward."

- All the candidates standing, the Chancellor puts to them the following question:

"Do you sincerely promise and declare that, if admitted to the Degree for which you are candidates, and for which you have been recommended, you will in your professional as well

as personal life and conversation conduct yourself as befits members of this University; that you will to the utmost of your capacity and opportunity, support the cause of justice, fairness and peace;

and that you will uphold and advance the social order constitutionally established and well being of all human beings everywhere and rule of law within the country and outside.

- All the candidates will collectively answer:

"I do promise."

- With this, the candidates resume their seats.
- Then the Chancellor would say:

"Let the candidates be now presented."

Ph.D. in Law (DOCTOR OF PHILOSOPHY)

- The Registrar will then present to the Chancellor, the candidate/s taking the Degree of Doctor of Philosophy (Ph.D.) 'in person' in the following words:

"Sir, I have the honour to present to you the candidate for the Degree of Doctor of Philosophy. S/he has been found qualified for the Degree of Doctor of Philosophy to which I pray she may be admitted.

Candidate taking the Degree of Doctor of Philosophy (Ph.D.) please stand forward."

- The candidate taking the Degree of Ph.D. will stand at her seat, bow to the Chancellor and remain standing.
- When the candidate is so presented, the Chancellor shall say to the candidate:

"By virtue of the authority vested in me as the Chancellor, Himachal Pradesh National Law University, Shimla, I admit you, to the Degree of Doctor of Philosophy in this University and

authorize you to wear the approved costumes and insignia thereof."

- The Registrar would say
- **"I call upon Ms/Mr. _____ to receive her degree from the Chancellor."**
- The candidate whose name is announced by the Registrar will then proceed to the Chancellor by the central steps, to receive the degree, bow and return to her seat.

LL.M. (MASTER OF LAWS)

- The Registrar then present to the Chancellor the candidates taking the Degree of Master of Laws (LL.M.) 'in person' as well as *in absentia* in the following words:

"Sir, I have the honour to present to you the candidates for the Degree of Master of Laws whose names are set out in the list. They have been found qualified for the Degree of Master of Laws (LL.M.) to which I pray they may be admitted.

Candidates taking the Degree of Master of Laws 'in person' will please stand forward."

- The candidates taking the Degree of LL.M. 'in person' will stand at their seats, bow to the Chancellor and remain standing.
- When the candidates are so presented, the Chancellor will say to the candidates:

"By virtue of the authority vested in me as the Chancellor, Himachal Pradesh national law university, Shimla, I admit you, as also the

candidates *in absentia* to the Degree of Master of Laws in this University and authorize you to wear the approved costumes and insignia thereof."

- The candidates receiving the degree 'in person' will then proceed to the Chancellor by the central steps, one by one, as their names are called by the Registrar, receive the degree, bow and return to their seat.
- Thereafter the Registrar will also read out the names of the candidates receiving the degree '*in absentia*'.

**B.A.LL.B. (HONS.)
[BACHELOR OF ARTS AND LAWS (HONOURS)]**

- The Registrar then presents to the Chancellor, the candidates taking the Degree of Bachelor of Arts and Laws (Honours) [B.A.LL.B. (Hons.)] 'in person' as well as 'in absentia' in the following words:

"Sir, I have the honour to present to you the candidates for the Degree of Bachelor of Laws (Honours) whose names are set out in the list. They have been found qualified for Bachelor of Laws (Honours) to which I pray they may be admitted.

The candidates taking the Degree of B.A.LL.B. (Hons.) in person please stand forward."

- The candidates taking the Degree of B.A.LL.B. (Hons.) in person will stand at their seats, bow to the Chancellor and remain standing.
- When the candidates are so presented, the Chancellor shall say to the candidates.

"By virtue of the authority vested in me as the Chancellor, Himachal Pradesh national law university, Shimla, I admit you, as also the candidates '*in absentia*' to the Degree of Bachelor of Laws (Honours) in this University and authorize

you to wear the approved costumes and insignia thereof."

- The candidates receiving the degree 'in person' will then proceed to the Chancellor, by the central steps, one by one, as their names are called by the Registrar, receive the degree, bow and return to their seats.
- Thereafter the Registrar will also read out the names of candidates receiving the degree '*in absentia*'.
- The REGISTRAR will then place the record of the Degrees that have been awarded before the Chancellor, who will sign the same.
- Then the **Gold Medals** are awarded to the candidates in the order in which the names are called by the Registrar. The candidate so presented will proceed to the dais, bow, receive the Medals, from the Chancellor/other dignitary as announced, bow again and return to the seat.
- Then other medals/prizes shall be awarded by calling upon the candidates at the dais.
- Then the Chancellor and the Vice-Chancellor medals shall be awarded by the Chancellor and the Vice-Chancellor.
- The Vice-Chancellor will invite the Chancellor, Hon'ble _____, Chief Justice High Court of Himachal Pradesh to deliver the Chancellor's address in the following words:
- **"Hon'ble Mr. Justice _____ the Chief Justice, High Court of Himachal Pradesh and the Chancellor, HPNLU Sir, I have the honour to request you to deliver the Chancellor's Address."**
- Address by the Hon'ble Mr. Justice _____, Chief Justice, High Court of Himachal Pradesh and Chancellor, Himachal Pradesh national law university, Shimla.

HPNLU, Shimla Convocation regulations

- The Vice-Chancellor will then invite Hon'ble _____ to deliver the Convocation Address in the following words:
**"Hon'ble _____
Sir, I have the honour to request you to deliver the Convocation Address."**
(Address by Hon'ble _____).
- The Vice-Chancellor shall request the Chancellor to declare the convocation close.
- **"Hon'ble Chancellor Himachal Pradesh national law university, Shimla, Sir, I have the honour to request you to declare the Convocation closed."**
- The Chancellor declares
- **"I declare the Convocation closed."**
- **National Anthem**
- All the persons in the convocation shall remain standing at attention till the National Anthem is over.
- At the end of the National Anthem, while others remain standing, the Academic Procession returns in the reverse order as entered, as the band plays the marching tune.
- After the Academic Procession leaves the Convocation Hall the Dignitaries and the graduates assemble outside the Hall for group photograph.

HPNLU, Shimla Convocation regulations

Annexure-D

Sr. No.	Category	Dignitaries / Designations	Gown Specifications
1	VVIPs	1. Chief Guest 2. Visitor 3. Chancellor 4. Guest of Honor 5. Guest of Honor 6. Hon'ble Judge, Member Executive Council 7. Hon'ble Judge, Member Executive Council 8. Vice-Chancellor 9. Registrar	Special Black Gown with heavy embroidery work
2	VIPS	Members of HPNLU Statutory Bodies	Black Gowns with light embroidery work
3	HPNLU Faculty	Professor, Associate Professor, Assistant Professor and Visiting Faculty	Ph.D. Degree holders: Red Gown with Golden stripes and hood Other: Black Gowns with Blue hood
4	Honoris Causa Doctor of Laws	Honoris Causa degrees recipients	Maroon Gown with heavy embroidery work
5	Ph.D. Degree	Doctoral Degree candidate(s)	Maroon Gown with Golden stripes and hood
6	LL.M. Degree	Post-Graduate students	Black Gowns with Purple hood
7	B.A.LL.B. (Hons.) Degree	Graduate Degree candidates	Black gowns with Red hood
8	B.B.A.LL.B. (Hons.) Degree	Graduate Degree candidates	Black gowns with bluish hood
9	Diploma and Certificate		Black Gown with Yellow hood

Annexures- formats of Degree

