



## MGM INSTITUTE OF HEALTH SCIENCES

NAVI MUMBAI

(Deemed to be University u/s 3 of UGC Act, 1956)

Accredited by NAAC with 'A++' Grade

### INSTRUCTION FOR 18<sup>th</sup> CONVOCATION

**Instruction for candidates attending 18<sup>th</sup> convocation (In presence) on 27<sup>th</sup> August 2023 at Aurangabad.**

1. Registration will be starts from 26<sup>th</sup> August 2023, 5.00 pm onwards to 7.00 pm and will continue on 27<sup>th</sup> August 2023 from 7.00 am to 9.00 am. So kindly make travel /stay arrangements accordingly (To avoid long que please prefer to register on 26 August only).
2. Candidates must carry valid ID proof and carry convocation application form.
3. Each candidate has to pay INR-2000/- only in cash to pay as deposit towards convocation robe which is refundable after the convocation is over. Every candidate will be given coupon which should be produced to claim refund of the deposit. In case of loss of coupon/not reporting at the counter by the candidate/no return of robe, deposit will be confiscated.
4. Every candidate shall return their robe at robing counter and collect their food coupons.
5. Only two parents are allowed to accompany the candidate for attending 18th Convocation ceremony. Kindly note that due to space constraint inside Rukhmini auditorium, we will not able to accommodate any parents inside the main convocation auditorium i.e. Rukhmini auditorium. Arrangement of the live stream of convocation program is done in the another hall for all attending parents.
6. Extra food coupon (Excluding candidate & 02 parents) can be availed on payment of 600/- at convocation venue.
7. Live streaming will be telecasted on YouTube. The link will be available on official website [www.mgmuhs.com](http://www.mgmuhs.com) on 27<sup>th</sup> August 2023.
8. Candidate those who fail to report the registration section before 09:00 am **WILL NOT BE** allowed inside the auditorium.



9. You are requested to be in **your allotted seat only** in auditorium before 09:15 A.M. and remain seated till the convocation procession retires. **Please don't alter your allotted seats.**
10. Please switch off your Mobiles during the Convocation.
11. Please rise and remain standing while ceremonial procession arrives and retires.
12. Please stand in attention at the time of rendition of National Anthem.
13. Only official photographer will be allowed to take photographs during the ceremony.
- Color photograph (print) with MGMIHS convocation frame will be provided immediately after convocation ceremony at photography counter on payment of Prescribed fee at counter.
14. **Selfie points are arranged at convocation venue for students to capture this memorable occasion.**
15. The convocation ceremony is a solemn occasion, please observe silence.
16. For all UG candidates the degree will be conferred off the stage, during the convocation but later on it will be handed over to each candidate on stage by Dean faculty after the convocation procession retire, therefore all UG candidates should remain seated on their allotted seats only in Auditorium to receive the degree on the stage until asked to leave.
17. In case, candidates who have registered for convocation in person but fails to attend will be considered 'In absentia' category and will have to pay additional charges of INR 2500/- to receive the degree 'In absentia'.
18. Candidates should verify all details on the degree certificate and in case of correction, can apply to the University on mail id [convocation@mgmuhs.com](mailto:convocation@mgmuhs.com) till 25th September 2023. Request for correction received after 25th September 2023 will be chargeable.

*Shanesh*  
17.8.23  
Controller of Examinations

