



**St Joseph's University  
Bengaluru**

# **SECOND ANNUAL CONVOCATION 2025**

**27 September 2025**

**Guidelines for  
UG Rank Holders &  
S Krishna Kumar Memorial  
Awardees**

# Student Guidelines

This booklet contains important information for Rank Holders and S Krishna Kumar Memorial Awardees from undergraduate programmes attending the Second Annual Convocation organized by St Joseph's University. Please go through the information and instructions provided here before attending the Convocation Programme.

## Date, Time and Venue

The Annual Convocation 2025 of St Joseph's University, Bengaluru, will be conducted at the University Campus on ***27 September 2025***.

***Only students, including Awardees and Prize Winners, who registered to attend the convocation will be permitted to attend the programme. Students should enter the Student Progression Details on Linways by 26 September 2025 to attend the Convocation.***

***All Rank Holders and winners of the S Krishna Kumar Memorial Prize from undergraduate courses will receive their medals and rank certificates during the morning session (along with postgraduate students) in the presence of the Governor. These students and their parents/guests will also have to stay for the evening session (for undergraduate students) in order to collect degree certificates along with their batchmates. Such students and***

*their parents/guests will be provided lunch and dinner.* UG Rank Holders who do not wish to stay back for the evening session will have to collect their degree certificate at a later date as shall be notified by the Office of the Controller of Examinations.

*Registration for UG Rank Holders will begin by 07:00 AM and will close by 08:45 AM.* Students will have to report to their designated registration counters, collect their attires and be seated in the venue by 08:50 AM. *Campus gates will be closed by 08:45 AM.*

## Parking

Students are strongly advised to *use public transportation* to commute to and from the University campus on the day of the convocation.

*Limited parking facility* for two-wheelers and four-wheelers of students and their parents/guests will be provided at the *Shanthinagar BBMP Ground near Richmond Park*. There will be no parking facility available on campus for students and their guests.

In order to avoid traffic congestion, *kindly avoid drop off at the University Gate*. Instead, students and their guests are required to park their vehicle at the designated parking area and walk to the campus. There will be volunteers present to assist with parking and to guide parents/guests to the venue. Kindly avoid parking vehicles in nearby streets and in No Parking zones.

## Dress Code and Convocation Attire

To maintain a sense of harmony and uniformity, students are advised to follow the dress code given below:

Male students: White shirts with black pants, or white kurtas with black pants

Female students: White or off-white saris with black blouse, or white kurtis with black pants

Convocation attire will be provided to all students from counters set up for each programme.

Students are not permitted to go outside the campus after collecting their robes.

## Entry and Registration

All students and parents/guests have to arrive at campus between 07:00 AM and 08:00 AM. Due to security reasons, ***entry will be permitted through Gate 1 only***. All other gates will be closed on the day of the Convocation.

Students should ***produce their ID cards*** and register at dedicated ***registration counters set up near Gate 1***. Attendance will be marked

at the registration counter and only those students whose attendance has been taken can attend the programme and collect their awards on stage during the Convocation.

Two dedicated counters have been set up for UG Rank Holders as given below:

| Counter No | Subject   |
|------------|---|
| XII        | 1. Additional English<br>2. BBA<br>3. BBASF<br>4. BCA<br>5. BCA Data Analytics<br>6. BCom<br>7. BCom Industry Integrated<br>8. BCom International Finance and Accounting<br>9. Biochemistry<br>10. Biology<br>11. Biotechnology<br>12. Botany<br>13. BSW<br>14. Chemistry<br>15. Communicative English<br>16. Computer Science<br>17. Digital Media and Animation<br>18. Economics Arts<br>19. Economics Science<br>20. Electronics<br>21. Environmental Science<br>22. French<br>23. General English |

|      |  |
|------|--|
| XIII | 24. German<br>25. Hindi<br>26. History<br>27. Industry Relations<br>28. International Relations and Peace Studies<br>29. Introductory Kannada<br>30. Journalism<br>31. Kannada<br>32. Mathematics<br>33. Microbiology<br>34. Optional English<br>35. Political Science<br>36. Physics<br>37. Public Policy<br>38. Psychology<br>39. Sanskrit<br>40. Sociology<br>41. Statistics<br>42. Tamil<br>43. Theatre and Performance Studies<br>44. Visual Communication<br>45. Visual Media and Film Making<br>46. Zoology |
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Students will be provided entry passes (wristbands) for their guests, and lunch passes for themselves and their guests, at the counters. Please note that students can bring a maximum of two guests only. Children below 12 years of age will not be permitted to attend the programme.

After collecting their entry passes, ***parents/guests should wear their wristbands*** and proceed to the Main Venue at the University

Ground for the Formal Programme. Parents/guests will be directed to their designated seating areas by volunteers present at the Main Venue.

Students should now proceed directly to ***Room N 205 in N-Block*** where their ***convocation attire*** will be distributed.

After collecting their convocation attires, UG Rank Holders and should proceed to ***two designated classrooms*** in N Block before 08:45 AM as listed below.

| Room No | Subject   |
|---------|---|
| N 102   | BBA<br>GENERAL ENGLISH<br>ADDITIONAL ENGLISH<br>MATHEMATICS<br>COMPUTER SCIENCE<br>ECONOMICS SCIENCE<br>ECONOMICS ARTS<br>STATISTICS<br>DIGITAL MEDIA AND ANIMATION<br>POLITICAL SCIENCE<br>KANNADA<br>HISTORY<br>BBA STRATEGIC FINANCE<br>BOTANY<br>ZOOLOGY<br>TAMIL<br>BIOCHEMISTRY<br>GERMAN<br>FRENCH<br>BCA DATA ANALYTICS<br>BCA<br>BCOM<br>HINDI |

|                     |  |
|---------------------|--|
| <p><b>N 103</b></p> | <p>BCOM INDUSTRY INTEGRATED<br/>BSW<br/>VISUAL COMMUNICATION<br/>BIOLOGY<br/>BIOTECHNOLOGY<br/>CHEMISTRY<br/>ENVIRONMENTAL SCIENCE<br/>COMMUNICATIVE ENGLISH<br/>PSYCHOLOGY<br/>OPTIONAL ENGLISH<br/>JOURNALISM<br/>SOCIOLOGY<br/>INDUSTRIAL RELATIONS<br/>BCCOM INTEGRATED FINANCE AND<br/>ACCOUNTING<br/>INTERNATIONAL RELATIONS AND PEACE<br/>STUDIES<br/>PUBLIC POLICY<br/>MICROBIOLOGY<br/>ELECTRONICS<br/>PHYSICS<br/>THEATRE AND PERFORMANCE STUDIES<br/>VISUAL MEDIA AND FILM-MAKING<br/>INTRODUCTORY KANNADA<br/>SANSKRIT</p> |
|---------------------|--|

These students should be seated in the exact order as instructed in the classroom before 09:00 AM.

## Procession of Award Winners and Rank Holders

At 09:20 AM, the marching band will start playing. UG Rank Holders should now line up as instructed in their classroom and get ready for the procession.



At 09:20 AM, UG Rank Holders will join the Procession of Award Winners and Rank Holders from postgraduate programmes. Students will leave their designated rooms in three rows, descend the stairs near the Office in the New Block, and proceed to the Main Venue.

The Special Award (The Venkataraman Ramakrishnan Award and S Krishna Kumar Memorial Prize) winners will lead the procession, followed by the Best Outgoing Students from PG programmes, the PG Rank Holders and the UG Rank Holders.

Students are to maintain silence and act in an orderly manner during the procession.

Once the students reach the Main Venue, they will be directed to their designated seating areas in the front row. Rank Holders should remain seated in the exact order as instructed by the teachers in charge.

## Formal Programme

The Procession of Dignitaries – including the Hon'ble Governor of Karnataka, the Hon'ble Minister of Higher Education of Karnataka, the Chief Guest, the Chancellor and the higher officials of the University – will arrive at the Main Venue at 10:00 AM. Students and guests should remain standing while the Procession of Dignitaries walks down the aisle and reaches the dais.

The Formal Programme will commence at 10:00 AM. The Formal Programme will include the National Anthem, *Naade Geethe*, Prayer Song, Welcome Address, Speeches by the Chancellor, the Education Minister and the Governor, Convocation Address by the Chief Guest, Conferment of Degrees, Distribution of Special Awards, and Vote of Thanks.

Please listen carefully to instructions provided by the MCs during the programme. Students and guests will be asked to rise and take their seats at specific moments during the course of the Convocation Ceremony.

- All attendees should stand up when the Procession of Dignitaries walks down the aisle while entering and exiting the venue.
- All students should rise from their seats when the Controller of Examinations reads out the statement presenting the graduands to the Chancellor. Once the Chancellor approves the conferment of degrees, students should take a bow and be seated.
- Please remain standing while the National Anthem, *Naade Geethe* and University Anthem are played.

***Students and guests are requested to maintain silence throughout the Programme*** and act in a manner befitting the solemnity of the occasion.

***Kindly switch off your mobile phones or leave them in flight mode for the entire duration of the Formal Programme.***

***Photography and videography are strictly prohibited during the Formal Convocation.*** Students and their parents/guests are requested not to enter the aisles to take photos or videos during the Programme.

After the Chancellor approves the Conferment of Degrees, Special Awards for PG students, awards for Best Outgoing Students (PG) from each school and Rank Holders from PG and UG programmes will be presented on the Main Stage.

## **Lunch**

After the conclusion of the Formal Programme, ***UG Rank Holders, along with their parents/guests, should go to the Basketball Court, where lunch will be served.***

There will be separate counters arranged for vegetarian and non-vegetarian meals. Students and their parents/guests will have to produce the lunch coupons provided during registration at the lunch venues.

Students are requested to first make way for parents/guests to have lunch before going to the counters themselves.

Lunch counters will be closed at 01:15 PM.

## Afternoon Session

From 12:15 to 02:00 PM, degree certificates for postgraduate programmes will be distributed in multiple venues across campus. ***Certificates for UG students including Rank Holders will only be distributed during the evening session starting from 03:15 PM.*** By 02:30 PM, all postgraduate students and their parents/guests will exit the campus. During this time, UG Rank Holders and their parents may stay back within campus.

***At 03:15 PM, UG Rank Holders should once again report to the registration counter assigned to their batch.*** Kindly refer to the UG Student Guidelines document to find the counter assigned to your batch. ***It is mandatory for UG Rank Holders to register again in the afternoon session and mark their attendance.*** Dinner coupons will be distributed at the registration counter. Students marked absent will also not be able to collect their certificates on stage along with their batchmates.

Once registered, UG Rank Holders may follow the same instructions shared with all other undergraduate students. Please find details of the same in the UG Student Guidelines document.

## Photography and Videography

Please note that *photography and videography are strictly prohibited during the Formal Programme and the School-Wise Convocation Programme.*

Students and parents/guests are requested not to step out of their seats and crowd the aisles to take photographs during the Formal Programme and the School-Wise Convocation Programme.

Professional photographers appointed by the University will take photographs of all students receiving certificates on stage during both events. Soft copies of these photographs will be shared with the students on the day of the programme.

Live streaming of the Formal Programme conducted in the Main Venue will be made available on YouTube. The link for the same will be shared with students on their respective WhatsApp groups.