



**St Joseph's University  
Bengaluru**

# **SECOND ANNUAL CONVOCATION 2025**

**27 September 2025**

## **Guidelines for UG Students**

# Student Guidelines

This booklet contains important information for undergraduate students 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.***

***Only undergraduate students can attend the evening programme.*** There will be a separate programme conducted for postgraduate students in the morning of the same day. ***Winners of the S Krishna Kumar Memorial Award and Rank Holders from UG programmes will be awarded their medals during the morning programme, but will have to stay attend the evening programme to collect their degree certificates along with their classmates.***

***Registration for UG students will begin by 03:15 PM and will close by 04:45 PM.*** Students will have to report to their designated registration counters, collect their attires and be seated in the venue by 04:50 PM. Campus gates will be closed by 05:00 PM.

The Convocation will be conducted in two parts. The Formal Programme will be conducted at the University Ground. This will be followed by School-Wise Convocation Programmes held in four different venues.

## 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 03:15 PM and 04:30 PM. Due to security reasons, ***entry will be permitted through Gate 1 only.*** All other gates will be closed on the day of the Convocation. ***Registration counters and the entry gate will be closed by 04:45 PM.***

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 certificates on stage during the Convocation. ***Even UG Rank Holders who attended the morning session should register and mark attendance again at the counter assigned to their batch in order to attend and collect certificates during the evening programme.***

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.

Given below is the batch-wise list of registration counters.

Counter Number		Batches
I	Shift I - 1	BBA-REG-2022-A
		BSC-ST-CS-2022
II	Shift I - 2	BCOM-REG-2022-B
		BA-PY-T-2022
		BA-BVC-2022
III	Shift I - 3	BCOM-IFA-2022
		BCOM-REG-2022-C
		BSC-P-MT-2022-A
IV	Shift I - 4	BBA-REG-2022-B
		BCOM-REG-2022-D
		BSC-ST-MT-2022
V	Shift I - 5	BCOM-REG-2022-A
		BCA-DS-2022
		BSC-M-BCH-2022
VI	Shift I - 6	BBA-SF-2022
		BVOC-BVFM-2022
		BSW-2022

VII	Shift I - 7	BCOM-BPS-2022
		BA-PY-OE-2022-A
		BVOC-BDMA-2022
		BSC-BCH-Z-2022
VIII	Shift II - 1	BA-EP-2022
		BA-E-IR-2022
		BA-J-INT-2022
		BA-J-PP-2022
IX	Shift II - 2	BA-ES-2022
		BA-HS-2022
		BA-P-CE-2022
		BA-PH-2022
		BSC-BT-BCH-2022
X	Shift II - 3	BA-PY-J-2022
		BA-PY-OE-2022-B
		BSC-BY-M-2022
		BSC-CZ-2022
		BSC-PC-2022
XI	Shift II - 4	BSC-BY-BT-2022
		BSC-BZ-2022
		BSC-CBT-2022
		BSC-P-MT-2022-B
		BSC-C-ENS-2022
XII	Shift II - 5	BSC-ENS-BY-2022
		BSC-EL-CS-2022
		BSC-MT-CS-2022
		BSC-CM-2022
XIII	Shift II - 6	BSC-E-ST-2022
		BCA-2022-A
XIV	Shift III - 1	BCOM-REG-2022-E
		BBA-REG-2022-C
		BCA-2022-B
		E-BA-PY-OE-2022
XV	Shift III - 2	E-BA-EH-2022

	E-BA-JS-2022
	BCA-2022-C
	BCOM-REG-2022-F
	BBA-REG-2022-D

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 *rooms in N-Block* where the *convocation attire* will be distributed. The list of rooms for attire distribution has been provided below:

N204	BBA REG-A,B,C,D BA-EP Evening_BA-EH
N205	BPS IFA BCOM-REG-A,B,C,E,F Evening_BA-JS
N206	Chemical and Life Sciences BA-BVC BVOC-BDMA BVOC-BVFM BSW
N207	Physical Sciences IT BCOM D
N208	Humanities and Languages E-IR ES HS

	J-INT JPP PCE PH JPY OEPY A & B, TPY Evening BA PY OE 2
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After collecting their convocation attires, students should proceed to the Main Venue at the University Ground. Here there will be guided to their seating area where they should take their seats.

***UG Special Achievement Award Winners (NCC, NSS and Sports) and Best Outgoing Students from undergraduate courses should report at the front row of the Main Venue before 04:45 PM.*** Awardees and Best Outgoing Students should remain seated there in the exact order as instructed by the teachers in charge.

## Formal Programme

The formal programme will commence at the Main Venue in the University Ground at 05:00 PM. Students and guests should remain standing while the Chief Guest and dignitaries walks down the aisle and reaches the dais.

The Formal Programme will include the National Anthem, *Naade Geethe*, Prayer Song, Welcome Address, an Address by the Vice Chancellor, Convocation Address by the Chief Guest, Distribution of 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.
- 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.

Special Achievement Awards (NCC, NSS and Sports) for undergraduate students and awards for Best Outgoing Students from undergraduate programmes of each school will be presented on the Main Stage. Degree certificates for all students will be distributed in a separate School-Wise Convocation Programme conducted from 06:00 PM onwards.

After the conclusion of the Formal Programme, students and their parents/guests can collect snacks and refreshments from counters set up near the Main Venue. Following this, they are requested to move immediately to the venues of their School-Wise Convocation Programme, as listed below.

<b>MAIN VENUE</b> <b>University Ground</b>	<b>Commerce</b>
	BCOM-BPS-2022
	BCOM-IFA-2022
	BCOM-REG-2022-A
	BCOM-REG-2022-B
	BCOM-REG-2022-C
	BCOM-REG-2022-D
	BCOM-REG-2022-E
	BCOM-REG-2022-F
	<b>Management</b>
	BBA-REG-2022-A
	BBA-REG-2022-B
	BBA-REG-2022-C
	BBA-REG-2022-D
	BBA-SF-2022
<b>MAIN AUDITORIUM</b> <b>Auditorium Block</b>	<b>Languages &amp; Humanities</b>
	BA-E-IR-2022
	BA-EP-2022
	BA-ES-2022
	BA-HS-2022
	BA-J-INT-2022
	BA-J-PP-2022
	BA-P-CE-2022
	BA-PH-2022
	BA-PY-J-2022

	BA-PY-OE-2022-A
	BA-PY-OE-2022-B
	BA-PY-T-2022
	<b>Chemical &amp; Life Sciences</b>
	BSC-BCH-Z-2022
	BSC-BT-BCH-2022
	BSC-BY-BT-2022
	BSC-BY-M-2022
	BSC-BZ-2022
	BSC-CBT-2022
	BSC-C-ENS-2022
	BSC-CM-2022
	BSC-CZ-2022
	BSC-ENS-BY-2022
	BSC-M-BCH-2022
<b>MAGIS CANTEEN</b> <b>Magis Block</b>	<b>Physical Sciences</b>
	BSC-EL-CS-2022
	BSC-E-ST-2022
	BSC-MT-CS-2022
	BSC-PC-2022
	BSC-P-MT-2022-A
	BSC-P-MT-2022-B
	BSC-ST-CS-2022
	BSC-ST-MT-2022
	<b>IT</b>
	BCA-2022-A
	BCA-2022-B
	BCA-2022-C
	BCA-DS-2022
<b>XAVIER HALL</b> <b>PG Block</b>	<b>Social Work</b>
	BSW-2022

	<b>CMS</b>
	BA-BVC-2022
	BVOC-BDMA-2022
	BVOC-BVFM-2022
	<b>Humanities (Evening)</b>
	E-BA-EH-2022
	E-BA-JS-2022
	E-BA-PY-OE-2022

## School-Wise Convocation Programme

***School-Wise Convocation Programme will begin at the four venues simultaneously at 06:00 PM.***

***Students and their parents/guests should be seated by 05:55 PM.***

Students from each programme will be seated according to their registration number. Parents/guests will be seated towards the rear of the venue.

Following an announcement by the Dean, the list of graduands from each programme will be read out.

Students will line up according to their registration number as instructed by the teacher in charge.

When their name is read out on stage, the student should enter the stage, collect a decorative scroll from the dignitary present and exit immediately from the other side. Please note that the scroll handed out on stage is strictly for ornamental purposes, and does not contain your certificates.

After exiting the stage, the student will be led to a dedicated desk for collecting their certificates. ***Students should now produce their ID Card to collect their certificate.*** The student will be handed over a bag at the desk. Inside this bag, you will find a folder containing the degree certificate and some souvenirs.

After the distribution of certificates, the Dean will lead the graduands to take the Convocation Pledge. The students should rise from their seats and repeat the Convocation Pledge read out by the Dean.

Students and their parents/guests will have to remain seated in the venue till the end of the School-Wise Convocation Programme. ***Kindly keep mobile phones switched off and avoid photography or videography during the event.***

## Dinner

Dinner will be served after the completion of the School-Wise Convocation Programmes in the venues listed below. ***Dinner counters at all venues will be opened at 07:00 PM or after the programme at the respective venue has concluded.***

Venue of School-Wise Convocation Programme	Dinner Venue
Main Venue	Basketball Court
Magis Canteen	Basketball Court

Main Auditorium	Auditorium Basement
Xavier Hall	PG Quadrangle

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

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

Dinner counters will be closed at 09:30 PM.

## 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.

Two photoboos will be arranged at each of the decentralized venues. Students may use this space to take photographs on their own after the School-Wise Convocation Programme. The photoboos will be closed by 09:30 PM.

## Exiting Campus

***All students and their parents/guests should leave the campus by 09:30 PM.*** The University gates will be closed by 10:00 PM.