



**Instructions to the candidates attending IN-PERSON to the
56th, 57th & 58th Combined Convocation of PJTAU**

1. All the candidates attending the combined Convocation In-Person shall be allowed to enter the venue, the University Sports Complex only on production of the Admit Card. Hence all the candidates shall download the Admit Card from www.pjtau.edu.in. The duly filled-in Admit card with an attested photograph must be produced at the entry point of the University Sports Complex.
2. The seat numbers allocated to individual candidates (mentioned on the top right corner of the Admit Card) attending the convocation (In-Person) is displayed on the University website.
3. The candidates (Ph.D, PG & UG) shall collect their academic sashes one day before the Convocation *i.e.*, on 08.02.2026 from 11:00 AM to 02:00 PM at **the University Auditorium**. Without the Admit Card, the academic sashes shall not be issued to the candidates.
4. The candidates **shall attend Convocation Rehearsal** at the **University Sports Complex** from 02:00 PM on 08.02.2026 without fail.
5. The academic sashes shall be made available on 09.02.2026 from 07:30 to 09:00 AM at **the University Auditorium** for those who could not collect the same on the previous day. **No academic sashes shall be issued after 09:00 AM on 09.02.2026.**
6. The candidates shall be present at the Convocation Venue by 09:00 AM on 09.02.2026 and shall not be permitted after the scheduled time.
7. The candidates shall be dressed properly for the convocation along with their Academic sashes. The dress code for women is saree/salwar kameez and formal wear for men.
8. On the day of convocation, the candidates attending In-Person are **instructed to enter the University Sports Complex from the main gate only.**
9. The candidates shall hand over the duly filled-in Admit Card at the entrance of the Convocation venue to the concerned staff.
10. After entering the Convocation Venue, **the candidates shall strictly occupy the seats allotted to them as per their Admit Card** and shall not shift to other seats.

11. The candidates are requested to maintain discipline and decorum during the convocation.
12. The candidates shall remain standing when the Chancellor, Chief Guest, Vice Chancellor, Members of Board of Management and Academic Council enter the Convocation venue and also when they retire.
13. The candidates shall answer loudly and audibly to the questions put to them by the Chancellor/Vice Chancellor which shall be circulated on the day of the rehearsal.
14. The candidates are strictly forbidden from leaving their seats until the Chancellor, Chief Guest, Vice Chancellor, Members of the Board of Management and Academic Council retire from the Convocation.
15. The **UG candidates** shall collect the **Original Degree (OD) certificates** within two (02) hours after the convocation proceedings **from the University Auditorium upon producing a valid photo ID card** (Aadhaar card, PAN card, Passport, etc.).
16. The Original Degree certificates of the candidates who opted to receive their degrees ***In-Absentia*** shall be posted to the address mentioned in their respective applications. Any change in the address shall be informed through mail to convocation.pjtau@gmail.com by **24.01.2026**.

Date: 16.01.2026

**G.E.CH. VIDYA SAGAR
REGISTRAR**