BAHRIA UNIVERSITY

Registration No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Enrollment No.**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(Karachi Campus)

**14th CONVOCATION on December 2017**

**NOTE: Please show copy of final transcript before submission of this proforma**

Please paste

 1” x 1”

Photograph

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Father’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(Please write your name and father’s name as mentioned in your transcript)**

**PROGRAM:** MBA MBA(W/E) MS(TN/SE) MS(EE) MS(CS) MS(PM) Mphil(MS)

 BBA BSS BEE BSE BS(CS) BS(Geo) MS(Geo) MS(ES) MS(Fin)

 BS(Prof. Psy)

Year of Entry: \_\_\_\_\_\_\_\_ (Spring / Summer / Fall) - Year of Graduation: \_\_\_\_\_\_\_ (Spring / Summer / Fall)

I have obtained clearance from all departments. **Yes No**

I WISH TO ATTEND THE CONVOCATION:YESNO

Permanent address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel. (Res): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel. (Off): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mob # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am working in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Post: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Organization name & Department)

Name of guest # 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NIC # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of guest # 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NIC # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:- \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student’s Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Received Rs. 2500/- as convocation registration fee.*

Seal & Signature of Account Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note:**

1. **Please fill the above required information / boxes.**
2. **Participation in convocation will not to be allowed without clearance from all departments.**
3. **Return this proforma duly filled to DD (Examination) office latest by 17 Nov 2017. No request will be entertained after this date.**

**✂--------------------------------------------------------------------------------------------------------------------------**

BAHRIA UNIVERSITY (Karachi Campus)

**14th CONVOCATION on December 2017**

**RECEIPT FOR PARTICIPANT**

Paste 1” x 1”

Photograph

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Father’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **(Please write your name and father’s name as mentioned in your transcript)**

Reg. # \_\_\_\_\_\_\_\_\_\_\_\_\_Program\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of guest # 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NIC # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of guest # 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NIC # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Received Rs. 2500/- as convocation registration fee.*

Seal & Signature of Account Office: \_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Official Authorized Signature** Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ **Student’s Signature**

**NOTE:**

1. **Rehearsal is mandatory to attend; the invitation cards (2 each) for guests will be issued on the rehearsal day only.**
2. **Please show this slip to the staff for allowing you to join in rehearsal and convocation ceremony.**
3. **Must read and follow “Convocation Protocol” overleaf.**

BAHRIA UNIVERSITY

(Karachi Campus)

CONVOCATION PROTOCOL FOR GRADUATES

1. Be punctual.
2. Arrange your academic robes etc and dress up well in time. The dress code for male students is Lounge Suit (Black or Dark Grey), white shirt, neck tie, derby style laced shoes with matching socks and gown with hood and female students Full length trousers/ Shalwar  with long shirt/Kurta [Knee length, sandals and gown with hood.
3. Gather in the procession assembly area at given time and form up for the procession with your batch / class at appropriate place in accordance with “order of procession”.
4. Fill in “Graduate Particulars Card” for your name to be announced for award of degree and handover the same to designated staff once you have formed the que for award of degree.
5. Move in que while procession is moving towards the ceremony area and keep standing before your seat till the National Anthem is played.
6. On completion of National Anthem take your seat and listen to the proceedings of Convocation ceremony. Please observe silence and mannerism.
7. Pay attention to all announcements specially pertaining to conferment and subsequent award of degree.
8. Please be seated on your seats after award of degree till the ceremony is over.
9. Proceed for group photo with the Chief Guest and wait for the turn of your “BATCH”.
10. On completion of group photo join your parents and friends for refreshments.
11. **Rehearsal is mandatory to attend on December 2017 at 11:00 am (Pakistan Maritime Museum) and be punctual.**

**NOTE:**

1. Cigarette Lighter / Mobiles Phone / Cameras / and other Electronic Devices are **STRICTLY PROHIBITED** and will be taken away before entry in the campus.
2. Children (Younger than 12 years) are not allowed in the convocation venue.

**ACADEMIC ROBES (Gowns, Academic Caps & Hoods):** Students have to arrange their academic robes at their own. However to facilitate BUKC students M/s Rizvi Tailors and Drapers, Shop No. C-36, Rizvia Society, First Chowrangi, Nazimabad Tel # 36052445, Mob.# 0300-2637937) will be available from campus shop situated at Bahria University Karachi Campus in Library from 14th November 2017 (Timings: 11:00 am to 06:00 pm.)