



## DELHI TECHNOLOGICAL UNIVERSITY

(Estd. By Govt. of Delhi vide Act No. 6 of 2009)

(Formerly Delhi College of Engineering)

Shahbad Daulatpur, Main Bawana Road, Delhi-110042

Tel : +91-11-27296337, Fax : +91-11-27871023

11<sup>th</sup> Dec. 2025

### **Revised Conduct Guidelines during Golden Pride Dinner (December 17, 2025) and 12<sup>th</sup> Convocation Ceremony (December 18, 2025)**

Delhi Technological University is organizing its 12<sup>th</sup> Convocation Ceremony on December 18, 2025 to confer degree to Ph.D. scholars who have successfully completed the Ph.D programme. Also, the Golden Pride Function is being organized on the evening of December 17, 2025 (4:30 P.M. onwards) in honour of recipients of Ph. D. Degrees, Gold Medals, and Merit Scholarships of the University. By adhering to the following code of conduct, Degree/Medal recipients can ensure a dignified and memorable convocation ceremony.

#### **1. General:**

- a) Given the formal and dignified nature of the ceremony, all degree and medal recipients are advised to wear Formal attire and suitable footwear on both days.
- b) As it is known, Convocation Ceremony is a formal event, VIPs and notables are expected to attend the event. With a view to maintain appropriate decorum and also to prevent any inconvenience to the parents/guardians of the graduands, it is requested and advisable not to bring children below 14 years of age.
- c) Report to the Designated Area- Near Raj Soin Hall. Take your designated seat as per the seating plan provided by the university.
- d) Confirm your attendance near the stage area during the Convocation ceremony (December 18, 2025). Last attendance shall be marked at 9:30 A.M. near stage area. Those who will not be marked present till 9:30 A.M. will not be allowed to enter the Hall thereafter and may collect their degree from the Academic office after the event is over.
- e) You may contact the Academic Office after the event is concluded in case of any discrepancy in the Degree.
- f) Follow the instructions provided by the university staff and volunteers throughout the ceremony.
- g) National Anthem and Convocation Address: Stand respectfully during the national anthem and listen attentively to the convocation address.
- h) Following the ceremony, Graduands can proceed to lunch venue reserved for students in the lawns near the Auditorium for lunch.

#### **2. Registration (Pre-Convocation):**

- a) Check Eligibility: Verify your eligibility to receive the PhD degree during the convocation ceremony.
- b) Fill Out the Registration Form: Complete the convocation registration form, providing accurate and required information (<https://convocation.dtu.ac.in/>)
- c) Gather Required Documents: Ensure that you have all necessary documents, including your identity proof, and duly signed No Dues Form.

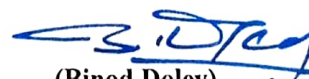
- d) Submit Required Documents: Submit the necessary documents, including your identity proof and No dues form, complete in all respect.
- e) Verify Registration Details: Double-check your registration details, including your name, degree, and seating arrangement.

**3. Rehearsal (Pre-Convocation): 17<sup>th</sup> December 2025 at 12:00PM in Raj Soin Hall**

- a) Attendance at the rehearsal is compulsory. Those who fail to attend the rehearsal will not be allowed to attend the main function.
- b) Attend the Rehearsal Session on Time: Participate in the rehearsal session to familiarize yourself with the convocation proceedings. Practice Walking and Movement: Practice walking, standing, and moving in your academic regalia to ensure comfort and confidence.
- c) Familiarize Yourself with the Stage: Get familiar with the stage, seat, ramps, and steps to avoid any accidents or mishaps during the convocation ceremony.
- d) Bring Identity Proof and No Dues Certificate to the rehearsal.

**4. During the Convocation (18<sup>th</sup> December 2025):**

- a) Punctuality: Arrive at the venue by 7:00AM.
- b) Report to the Designated Area: Report to the designated registration venue (Counter No. 29 & 30) at the scheduled time for PhD degree recipients before the convocation ceremony. Take your designated seat as per the seating plan provided by the university.
- f) Confirm Attendance: Confirm your attendance near the stage area at the convocation ceremony. Collect Academic Regalia (scarf) after completing the registration process.
- c) Academic Regalia: Wear the prescribed academic regalia (scarf) as instructed by the university.
- d) Maintain respect and decorum throughout the ceremony and put your mobile phone on silent mode during the ceremony.
- e) Degree Receipt: Receive your degree certificate with both hands, and acknowledge the dignitaries on stage with a bow or Namaste.
- f) Students are also requested to guide their parents to occupy their seats by 10:00 A.M.
- g) Students are advised to remain standing at the following occasions:
  - a. At the time when the members of the academic procession enter the hall and till they take their seats.
  - b. At the time of National Anthem.
  - c. At the time when the academic procession departs and leaves the hall.

  
(Binod Doley)  
Registrar, DTU  
11/12/2025