



# অসম মহিলা বিশ্ববিদ্যালয় Assam Women's University

Rowrah, Jorhat-785004, Assam, India

Mr. Tapan Kr. Gohain, ACS  
Registrar

No.AWU/Estt./87/2022/99

Date: 07/04/2025

## 4<sup>TH</sup> CONVOCATION GUIDELINES

1. The 4<sup>th</sup> (Fourth) Convocation of Assam Women's University for conferring Degrees and Diplomas will be held on 10<sup>th</sup> April 2025 in the Auditorium of the University w.e.f. 10:00 am to 12:15 pm. All the students will have to report before 7:30 am on 10<sup>th</sup> of April 2025.
2. The academic robes will be distributed to the eligible candidates in the Central Library on 9<sup>th</sup> April 2025 from 10:00 am to 1:30 pm for all the PG & UG programmes.
3. The eligible candidates must arrive at the venue of robe distribution within the scheduled time and must collect the academic robe by herself. The robe will not be provided to any other person on her behalf.
4. Candidates collecting the robe must carry a valid photo identity card with them along with a hard copy of the application form / acknowledgement receipt.
5. **In no case robes will be distributed to the candidates on 10<sup>th</sup> April 2025 morning.**
6. The awardees must return the robes nicely folded soon after the convocation on 10<sup>th</sup> April 2025 within 02:00 pm to 04:00 pm.
7. They will have to attend a **mandatory rehearsal at 3:00 pm on 9<sup>th</sup> April 2025** and all the awardees will be briefed about the procedures to be followed in the convocation during the rehearsal.
8. All candidates will be required to assemble at the AWU Grounds specified by the Organizing Committee at 7:30 am on 10<sup>th</sup> April 2025 for proceeding to the Convocation Hall, the students arriving late will not be considered.
9. The Graduating students are kindly advised that the Convocation Ceremony is exclusively for the Students and the parents/guardians are not allowed.

Those candidates of Assam Women's University who have not been able to register for the 4<sup>th</sup> Convocation 2025 via Online Mode by the deadline of the 5<sup>th</sup> April 2025, may register for the same by paying a late fine of Rs. 200/- (Rupees Two Hundred Only) in addition to the Convocation fee of Rs. 2000/- (Rupees Two Thousand Only) in Offline Mode on 9<sup>th</sup> April, 2025 by 11:00 am.

*(Signature)*  
(Tapan Kr. Gohain, ACS)  
Registrar  
Assam Women's University  
Jorhat-04, Assam

Memo No. No.AWU/Estt./87/2022/100-106

Date: 07/04/2025

1. The Hon'ble Vice Chancellor, Assam Women's University, Jorhat-785004 for her kind information.
2. The Academic Head, Assam Women's University, for information and necessary action.
3. The Administrative Head, Assam Women's University, for information and necessary action.
4. The Student Affairs Head, Assam Women's University, for information and necessary action.
5. All the HoDs, Assam Women's University, for information and necessary action.
6. Mr. Prakash Jyoti Das, System Analyst, Assam Women's University, to upload the same to AWU Website.
7. Office Copy/ Notice Board.

*(Signature)*  
Registrar  
Assam Women's University  
Jorhat-04, Assam