



बिरला प्रौद्योगिकी संस्थान BIRLA INSTITUTE OF TECHNOLOGY

(वि० अनु० अधिनियम १९५६ की धारा ३ के तहत मानित विश्वविद्यालय || A Deemed to be University u/s 3 of UGS Act, 1956)
मेसरा, राँची - ८३५२१५ (भारत) || MESRA, RANCHI - 835 215 (INDIA)

Ref: RO/Convo-Notification/2024-25/2802

Date: 29th October 2024

INSTRUCTIONS TO GRADUATES FOR XXXIV CONVOCATION [Applicable to Mesra Campus, All Off Campuses & University Polytechnic] DIPLOMA, UNDER GRADUATES, POSTGRADUATES AND PHD RECIPIENTS

Dear Graduating Students,

The XXXIV Convocation Ceremony shall be held on 16th November 2024 (Saturday) at Birla Institute of Technology, Mesra, Ranchi.

Diploma, Undergraduates, Postgraduates and PhD recipients of **Mesra Campus, All Off-Campuses & University Polytechnic** who have completed their course by 08th October, 2024 shall be awarded their Degree /Diploma Certificates either "In Person" or "In Absentia" and are invited to attend the Convocation Ceremony at Mesra campus.

Students are directed to collect their Provisional Certificates (PC) well in advance, since PC should be uploaded while filling the Registration Forms ONLINE and it is a mandatory requirement for receiving Degree/Diploma Certificate.

Students are required to fill **only one** out of the below, i.e., either "In Person" OR "In Absentia". **Do not fill in both forms simultaneously.**

All degree recipients are required to register on the ERP portal by using the link applicable to them available on this page: <https://bitmesra.ac.in/show/footer/details/1/46>

In case of any clarification or query, please mail to help.erp@bitmesra.ac.in 'or' call (0651-2275573)

Note:-

1. Degree/Diploma recipients must STRICTLY follow the dress code as per the following base attire code. **Base attire shall not be provided by the Institute:**

Boys: White Kurta Pyjama

Girls: White saree with red/orange border or white salwar kurta

Students shall then be handed over their supplementary attire (Jharkhand Handloom Jacket and Stole) to be worn over the base attire for the convocation. The amount of Rs. 1000/- towards Convocation Attire shall have to be paid during the registration process. The attire shall belong to the student after the convocation.

2. Students applying for "In Person" should reach the campus on 15th November 2024 (Friday) and collect their supplementary attire during 9:30 a.m. to 5:00 p.m. at G.P. Birla Auditorium.
3. Students have to mandatorily participate in a stage rehearsal of degree collection after receiving their attire.
4. Limited accommodation for only students are available on request basis at the hostel dormitories.

Hardip Sutta
Registrar (Offg.) 29/10/2024

Copy to:

1. All Dean(s)/Director (IQAC)/Controller of Examination/Associate Dean(s)
2. All HoD(s)/In-charge(s), Academic Departments/Sections
3. Director(s)/In-charge(s), BIT Off Campuses/ PIC-SBACA (Lalpur Unit)
4. Director, University Polytechnic/BIT-STEP
5. Dy. Comptroller/Dy. Finance Officer/Registry Officers/ Webmaster
6. P. S. to VC
7. File