

Procedure for the award of
certificates to the students of
various polytechnics of Navsari
Agricultural University

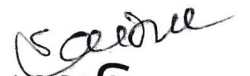
જાહેરનામું નં. ૮૮૬/૨૦૨૩

આથી સંબંધકર્તા સર્વેને જાણ કરવામાં આવે છે કે, તા. ૨૮/૦૪/૨૦૨૩નાં રોજ નવસારી ખાતે મળેલ સંચાલક મંડળની ૪૯મી બેઠકની કાર્યનોંધના મુદ્દા નં. ૪૯.૧૫ થી નીચેની વિગતે ઠરાવ કરેલ છે. જેનો અમલ તાત્કાલિક અસરથી કરવાનો રહેશે.

"The Board of Management resolved to approve the procedure (According to Annexure-I) for award the certificate to the students of various polytechnics of Navsari Agricultural University."

[as per Appendix-49.15(i)]

જા.નં. નફ્યુ/૨જી/પરીક્ષા/ટે.૫/૪૧૫૬-૩૧૪૬/૨૦૨૩,
તા. ૨૦ /૦૬/૨૦૨૩
સ્થળ: નવસારી


કુલસચિવ
નવસારી કૃષિ યુનિવર્સિટી
નવસારી

નકલ સવિનય રવાના :

૧. સંચાલક મંડળના તમામ સભ્યશ્રીઓ તરફ.
૨. વિદ્યા પરિષદના તમામ સભ્યશ્રીઓ તરફ.
૩. યુનિવર્સિટીના તમામ અધિકારીશ્રીઓ તરફ.
૪. તમામ વિદ્યાશાખાધ્યક્ષશ્રીઓ / આચાર્યશ્રીઓ તરફ.
૫. તમામ યુનિટ / સબ યુનિટ હેડ/અધિકારીશ્રીઓ તરફ.

નકલ રવાના :

૧. માન. કુલપતિશ્રીના રહસ્ય સચિવશ્રી, નફ્યુ, નવસારી.
૨. કુલસચિવશ્રીના રહસ્ય સચિવશ્રી, નફ્યુ, નવસારી.
૩. કુલસચિવ વિભાગની બોર્ડ ઓફ મેનેજમેન્ટ શાખા તરફ (૫ નકલ).
૪. આ કચેરીની તમામ શાખાઓ તરફ.
૫. જાહેરનામા ફાઈલ.

Annexure - I

The mode of operation for the distribution of certificates to the students of various polytechnics of Navsari Agricultural University, Navsari.

1. **The Name of Programme**

The programme will be known as "Polytechnics Passing Out Ceremony" and will be organized every year after the completion of examination and declaration of results of all the concerned polytechnics.

2. **Modus operandi of the programme**

The *Modus operandi* of the programme will be almost similar to the organized by the SAUs of Gujarat (JAU, Junagadh and AAU, Anand).

3. **Presidentship of the programme**

The "Polytechnics Passing Out Ceremony" will be organized under the Presidentship of Hon. Vice Chancellor, Navsari Agricultural University, Navsari.

4. **Programme Organization**

The programme to distribute the certificate will be planned by the Office of Registrar and executed by concerned polytechnics of Navsari Agricultural University, Navsari.

5. **Invitations**

The list of invitees, chief guest and other dignitaries will be finalized by the committee constituted by the Registrar on the consent of Hon. Vice Chancellor, Navsari Agricultural University, Navsari.

6. **Account and Expenses**

All the approvals of expenses will be administered by the Registrar.

7. **Certificates**

The layout of certificate of candidates will be finalized by the office of Registrar on the consent of Hon. Vice Chancellor, Navsari Agricultural University, Navsari. The certificates will be prepared after notifications of result of various polytechnics [Polytechnic in Agriculture (Bharuch, Vyara and Waghai), Polytechnic in Horticulture (Navsari and Paria) and Polytechnic Agricultural Engineering (Dediapada, Narmada)].

8. **Medal**

Recognition by the university or by any donor in form of medal is always enhancing the credibility of organization therefore, a mechanism in this regard shall be finalized by the Director of Students Welfare on the consent of Hon. Vice Chancellor, Navsari Agricultural University, Navsari. The DSW may exercise regarding amount, type, design, donor's name by following the rules and regulations framed by the university.

9. **Oath**

After procession of dignitaries and on set of programme the students of various polytechnics will take Oath through Registrar.

10. **Present the recipients**

Dean/Principal of respective faculties will present the recipients to the President.

11. **Dignitaries on dais**

Minimum three dignitaries will be on dais

- Hon. Vice Chancellor
- Chief Guest
- Registrar

However, Hon Vice Chancellor may permit more than three dignitaries on the dais as per need or situation.

12. **Chief Guest**

Chief Guest will be decided on the approval of Hon. Vice Chancellor.

13. Distribution of certificates

Facultywise Certificates to first three students (based on OGPA students having OGPA of 7.00 or above) will be distributed through Hon. Vice Chancellor, Navsari Agricultural University, Navsari on the dias and other certificates are distributed by the concerned polytechnic before the programme.

14. Vote of thanks

On completion of certificate distribution, the Registrar will be offered vote of thanks to students and dignitaries preside over the programme.

15. National anthem

Programme will be declared over immediately after the National anthem.

16. Lunch with the students

Lunch for all the passing out students and guests will be arranged by the committee constituted by the registrar and expenditure will be administrated by the Registrar.
