**REGULATIONS RELATING TO THE CONVOCATION**

**OF THE UNIVERSITY**

Whereas it is expedient to prescribe the manner in which formal admission to the degrees of the Khyber Medical University may be regulated, the following Regulations are therefore framed for this purpose:

1. These regulations may be called the Khyber Medical University Convocation Regulations, 2018.

2. These regulations shall come into force with immediate effect.

3. In these regulations the following expression shall have the meanings hereby respectively assigned to them that is to say:

a) "University" means the Khyber Medical University.

b) "Chancellor" means the Chancellor of the Khyber Medical University.

c) "Vice-Chancellor" means the Vice-Chancellor of the Khyber Medical University.

d) "Registrar" means the Registrar of the Khyber Medical University.

e) "Controller of Examinations" means the Controller of Examinations of the Khyber Medical University.

f) "Dean" means the Dean of Faculty of the Khyber Medical University.

g) "Senate" means the Senate of the Khyber Medical University.

h) "Syndicate" means the Syndicate of the Khyber Medical University.

i) "Degree" means the degree of the Khyber Medical University.

j) "Convocation" means the convocation of the Khyber Medical University.

k) "Candidates" means the persons who are to be formally admitted to the degrees at the convocation.

4. Formal admission of such persons who have passed the examinations required for the various degrees of the University and fulfil the conditions prescribed for admission to these degrees shall ordinarily take the form of conferment of degrees on the candidates concerned at a convocation.

5. The convocation shall ordinarily be held in the multipurpose hall of the University.

6. The Chancellor, when present, shall preside at the convocation and in case of his absence, the Vice-Chancellor shall preside at it.

7. The date of every Convocation shall be fixed by the Chancellor on the recommendation of the Vice-Chancellor.

8. The Registrar shall, through letters / newspapers / radio/ TV/ website notify the candidates concerned of the time, date and venue of the convocation.

9. The Registrar, shall, likewise, notify all members of the Senate, Syndicate, Academic Council and the faculties by means of a circular, of the time, date and venue of the Convocation.

10. The candidates concerned shall attend the convocation in the prescribed ceremonial costume for which they shall make their own arrangements.

11. All members of the Senate attending the Convocation shall wear the prescribed ceremonial costumes.

12. On the appointed date and time, members of the Senate will enter the convocation hall in a procession which will be formed in the following order:

i) Registrar

ii) Members of Senate

iii) The Guest of Honour

iv) The Vice-Chancellor

v) The Chancellor

13. As the procession enters the Convocation Hall, all those present there shall rise from their seats and then resume their seats after the members of the procession are seated.

14. The Registrar will then request the Chancellor/Vice-Chancellor to declare the Convocation open in the following words:

**"Mr. Chancellor/Vice-Chancellor, Sir I request you to declare the convocation open".**

15. The Chancellor/Vice-Chancellor will say:

**"I declare the convocation open".**

16. The proceedings of the convocation shall begin with a recitation from the Holy Quran.

17. The Registrar will request the Chancellor/Vice-Chancellor's permission for the presentation of the candidates in the following words:

**i) "Mr. Chancellor/Vice-Chancellor, Sir, May the candidates be presented for the conferment of degree?**

ii) The Chancellor/Vice-Chancellor will say:

**"Let the candidates be presented".**

18. The candidates shall be presented to the Chancellor/Vice-Chancellor by the Deans of the Faculties; provided that in the absence of a Dean, a person nominated by the Vice-Chancellor shall present the candidates.

19. The following order shall be observed in the conferment of the degrees:

i) Candidates for the degree of D.Sc.

ii) Candidates for the degree of Ph.D.

iii) Candidates for the degree of M.Phil.

iv) Candidates for the degree of MPH &

v) Candidates for the degree of MSc Epidemiology & Biostatistics

vi) Candidates for the degree of MHPE.

vii) Candidates for the degree of MHR.

viii) Candidates for the degree of MSN.

ix) Candidates for the degree of MSPT.

x) Any other Master level degree awarded by the University.

xi) Candidates for the degree of MBBS.

xii) Candidates for the degree of BDS.

xiii) Candidates for the degree of DPT.

xiv) Candidates for the degree of BS Paramedics.

xv) Candidates for the degree of B.Sc. Nursing (Post RN).

xvi) Candidates for the degree of B.Sc. Nursing.

xvii) Any other Bachelor level degree awarded by the University.

The candidates shall rise from their seats and stand in a line facing the Chancellor/Vice-Chancellor.

20. The Dean concerned shall administer OATH from the respective candidates

21. The Dean concerned shall address the Chancellor with the following words:

**"Sir I present to you this person/these persons who has/have been certified after examination, to be duly qualified to receive the degree of to which degree I pray that he/she/they be admitted".**

22. The Chancellor/Vice-Chancellor shall confer the Degree in the following words:

**"By virtue of the authority vested in me as Chancellor/Vice-Chancellor of this University I admit you to the degree of and in token thereof I present to you this degree and authorize you to wear the robes ordained as the insignia of this degree".**

23. The candidates after receiving their degrees shall resume their seats.

24. The Registrar shall then present the winners of medals who during the previous year, earned distinction in the various University examination in the following manner:

**"Mr. Chancellor/Vice-Chancellor, Sir, may the recipients of the University Gold Medals and the Presidential Awards be presented".**

25. The Chancellor/Vice-Chancellor will say:

**"Let them be presented".**

26. The Vice-Chancellor will then present his annual report. In case the Vice-Chancellor is presiding over the Convocation, the annual report will be presented by the Registrar.

27. Thereafter the Chancellor/or Guest of honour will deliver the convocation address.

28. The convocation will come to an end when the Chancellor/Vice-Chancellor or the guest of honour concludes his/her address.

29. The Registrar will then request the Chancellor/Vice-Chancellor to declare the convocation closed in the following words:

**"Sir I request you to declare the convocation closed".**

30. The Chancellor/Vice-Chancellor will declare the Convocation closed in the following words".

**"I declare the convocation closed".**

31. The Syndicate may also admit any person to an Honorary Degree at an Annual or Special Convocation if the conditions of eligibility for such a degree as provided in the Statutes of the University have been satisfied.

**Criteria for the award of Gold Medal**

32. Gold Medals will be awarded to the candidates in MBBS and BDS according to the following criteria

1. There shall be Gold Medal for the Top Position Holder in every Professional Annual Examination in MBBS and BDS.
2. Top Position holder shall be the one who obtained Maximum Marks among the appeared candidates and have passed all the subjects of that examination.
3. There shall be Gold Medal for the Top Position Holder in every subject of MBBS and BDS.
4. Top Position holder shall be the one who obtained Maximum Marks among the appeared candidates in that subject.
5. There shall be Gold Medal for the overall Best Graduate in MBBS and BDS.
6. Best Graduate shall be the one who obtains cumulative / aggregate Maximum Marks among the appeared candidates in all the Professional Examinations of the degree.
7. If a candidate has failed in any subject during the course, he shall not be eligible for the Best Graduate Medal even if he / she has obtained highest aggregate marks.
8. In any case where there are more than one toppers than Gold Medal will awarded to each of them.

33. Gold Medals shall be awarded to the graduates of programs **OTHER THAN** MBBS / BDS / Annual System according to the following criteria

1. Top Position holder shall be the one who obtained Maximum CGPA among the appeared candidates and have completed the program within the prescribed time limit.
2. CGPA shall be calculated upto TWO decimal places.
3. If a candidate has failed in any subject during the course, he / she shall not be eligible for the Gold Medal even if he / she has obtained highest CGPA.
4. In any case where there are more than one toppers then the Gold Medal shall be awarded to each of them.
5. Students appearing for improvement of division shall not be eligible for the Gold Medal or certificate.