OFFICE OF THE REGISTRAR
DOW UNIVERSITY OF HEALTH SCIENCES

Baba-e-Urdu Road Karachi-74200, Pakistan. Tel: 99215754-7 / Ext: 5603
Facsimile: 99215763, E-mail: registrar@duhs.edu.pk, Website: www.duhs.edu.pk

Ref No: DUHS/Reg./2026/11-119 *Date: 23.11.2026*

NOTICE

CONVOCATION INSTRUCTIONS FOR STUDENTS AND PARENTS

Rehearsal will take place at the OJHA Campus on Tuesday, 01st December 2026, at 08:30 am

I. Full Dress Rehearsal with Group Photo Session

a. This will be the only rehearsal, and each student must attend.
b. Convocation Rehearsal will take place inside the marquee/Pindal.
c. A group Photo with the Vice Chancellor and the Faculty members is also scheduled to be taken on Rehearsal Day. The photographic session will start from 8:30 am onwards. The instruction for the photograph session is on the website.
d. This is a full-dress rehearsal, with a cap and gown, which will be issued to students from Lecture Hall # 06 DIMC starting on **Friday, Saturday, and Monday 27th, 28th and 30th November 2026 from 09:00am to 04:00pm.**
e. **Students Gowns will not be issued on 01st & 02nd December, 2026.**
f. Guests and children are **NOT** allowed on rehearsal day.
g. Convocation invitation cards for guests will be available in Lecture Hall # 06 DIMC from the **27th of November 2026.** Students are directed to collect the card by showing their registration slip.

Convocation Day: Wednesday, 02nd December, 2026; OJHA Campus

I. Instruction to Parents

a. **Students must arrive and be lined up by 08:00 am outside the Pindal Area.**
b. Seating will begin at **8:00 am on Convocation Day** for family members and guests.
c. Parents and guests should all be seated **30 minutes** before the start of the ceremony.
d. Seating is not to be reserved for parents. They should sit as per availability of seats not creating hurdles for other guests
e. Guests/ family members must carry their invitation cards and personal identity cards to present at the entrance before the security personnel.

f. Guests are requested to switch off their mobile phones before entering the Pindal so that it doesn't cause inconvenience during the event.

g. Registration will **not** be allowed on the day of the convocation. **Do not bring any extra guests without prior registration**. CHILDREN UNDER **AGE OF 18** ARE **NOT** ALLOWED AS GUESTS TO ENTER THE PINDAL.

h. If you need special assistance at the ceremony because of a physical disability, please notify the Registrar at **registrar@duhs.edu.pk copy to convocation2026@duhs.edu.pk** from **27th November, 2026 till, 30th November 2026.**

i. No edibles, water bottles, cigarettes, or electronic cigarettes will be allowed inside the Convocation Pindal.

j. Parents are instructed to stand when the academic procession enters and departs and keep standing when the National anthem is played.

k. Invitees must remain inside the Convocation Pindal until the academic procession leaves the Pindal.

l. **Photography of conferment / on stage activity by guest / parents is strictly prohibited.**

Instructions for Transportation /Parking

1. **DUHS Transportation will be provided but will collect all students 15 minutes early.**
2. **Shuttle Service will be provided from DIMC Car Park to the Marquee.**
   a. Parking is available, free of charge, according to the map provided.
   b. Areas for parking are pre-defined, and you should show your invitation card for parking.
   c. Guests are requested to park their vehicles in designated parking areas **ONLY**.

II. Instruction to Students

- Students are instructed to assemble at the Pindal side Area **before the Convocation ceremony** begins by 8:00 am.
- **Students should appear dressed and wearing a cap and gown; the tassel on the cap is to be worn on the left side at all times.**
- **Entry will not be granted to parents, family or guests once the student procession is seated.**
- **On the Day of the Convocation, please follow the below timetable:**
- **Do not bring children under 12 years, who will not be allowed in the pindal.**

III. TIMETABLE FOR CONVOCATION DAY

8:00 a.m.	–	**Graduate lineup**
8:45 a.m.	–	**Academic Procession leaves for Marquee**
9:00 a.m.	–	**Convocation Ceremony Begins**

GRADUATES MUST ASSEMBLE ON TIME FOR THE CEREMONY TO PROCEED.

a. Graduates must leave personal belongings with relatives before the line-up, like bags, cell phones, and edibles.

b. **LISTEN CAREFULLY FOR INSTRUCTIONS:** A marshal/ faculty representative/ usher will be announcing instructions for lining up the rows of students. Graduates for each degree will line up according to the program-wise list.

c. Students should be seated in their respective allocated areas.

1. Please rise in your seats when the academic procession enters and departs **ONLY,** except when the National anthem is being played.
2. When the conference of degrees is announced, **ONLY** candidates of the degree awarding program are directed to rise from their seats.

IV. LUNCH DECORUM

The ceremony will be followed by lunch. All students are directed to wait in honor of their parents till they rise for the buffet and settle down.

V. GENERAL ETIQUETTE

This is an event to honor each graduate's accomplishments. All participants will be expected to conduct themselves in a mature, graceful and responsible manner.

- **Students are strictly instructed to remain seated throughout the ceremony unless required to line up.**
- **If you do not abide by these rules, you may be asked to exit the Pindal/Marquee.**

Dr. Ashar Afaq
Registrar

Copy to:

1. All heads of Constituent Institute, with the request to share with students.
2. Prof. Sajida Qureshi, Pro-Vice Chancellor, DUHS Chairperson, 16th Convocation Committee.
3. Prof. Ramlah Naz, Secretary, 16th Convocation Committee.
4. All members of the 16th Convocation Committee, DUHS.
5. The Principal, DIMC, DUHS.
6. Syed Tariq Shahid, Director Alumni, Marketing & Communication, DUHS.
7. Mr. Muhammad Naeem Tahir, Public Relation Officer, DUHS.
8. PA to the Vice Chancellor, DUHS.
9. PA to the Pro-Vice Chancellors, DUHS.