



# Daffodil International University

## Registration Instruction for 10th Convocation-2023

Assalamualaikum,

- a) Students graduated after 9<sup>th</sup> Convocation 2022 upto Fall Semester 2022 are eligible to attend the 10<sup>th</sup> Convocation 2023.
- b) 10<sup>th</sup> Convocation Registration guidelines:
  - (i) Convocation Registration link and details: <http://convocation.daffodilvarsity.edu.bd/>.
  - (ii) Profile and Photograph update link: <http://studentportal.diu.edu.bd/#/login>.
  - (iii) bKash payment information: <https://convocation.daffodilvarsity.edu.bd/images/upcoming-convocation/Bkash-payment.pdf>
- c) **Payment:** First pay the Registration fee in Cash to Accounts/EBL/SEBL/1 Card/bKash in favor of Daffodil International University.
- d) **Registration Fees:** You should pay BDT. 6000/= for single degree and BDT. 9000/= for dual degree in same convocation.
- e) You are only allowed to bring either parents or spouse to the Convocation Ceremony. Registration fee for Parents is BDT. 1500/= and for Spouse/Father/Mother BDT. 1000/=.
- f) Interested graduates can keep the **Convocation Gown along with Cap**, as souvenir, on payment of additional BDT. 800/=.
- g) You have to select Transport Route if you want to avail the transport facility of DIU on the Convocation Day.
- h) You must update your profile and upload a recent formal color photograph on your student portal that is required for the Convocation Souvenir.
- i) Get update of your Convocation Clearance Status by checking the Clearance Card on the Student Portal. If any status is not cleared, please contact the concerned department as follows:
  - (1) Library Clearance (if any library Books, CDs, Magazines etc. due).
  - (2) Accounts Clearance (if there is any earlier academic dues).
  - (3) Convocation Registration Clearance from Accounts.
  - (4) Costume Collection (Collect invitation letter and costume from your department or located booth on announced date)
  - (5) Costume Return (Return costume after finishing Convocation to your department or located booth on announced date)
  - (6) Collection of Certificate (Collect your Original Certificate from the Office of the Controller of Examinations on announced date by submitting original Provisional Certificate if taken, ID Card and Photocopy of Money Receipt of Convocation Registration fee. You must apply for your final Transcript first to get the Original Certificate if not taken earlier).
- j) Check your clearance status regularly and respond if required.

**Thank you very much for being with us.**