



MIANZ INTERNATIONAL COLLEGE
INSPIRING EXCELLENCE

Convocation Timeline

March 1, 2023	Applications open for Convocation - 2023	Students
September 30, 2023	Last date to submit the supervision forms for the batches completing by 15 Sep 2023	Deans, Branch Managers
December 10, 2023	Check Course fee update on SS	Branch Managers, Finance dept, Students
December 20, 2023	Update Assessments on SS	Deans, Branch Managers
December 23, 2023	Approved assessments on Smart School	Deans
December 30, 2023	Latest batch completion date that will be accommodated for 29 Feb 2024 convocation	Deans, Branch Managers
December 30, 2023	Final Date for Submission of Supervision Forms to Registrar's Office	Deans, Branch Managers
January 10, 2024	Final Date for Submission of Application for Convocation by students	Students
January 10, 2024	Eligible gradunad list will be sent from registrars office to deans and BMs	Registrar
January 10, 2024	Final Date to approve convocation application of students in SS	Registrar
January 10, 2024	Verified Final list Signed by Senior Dean & Deans and resubmit to the Registrar's Office	Deans & BM
January 14, 2024	Students who are not eligible for convocation will be informed by Faculty Facilitators, Deans & BMs	Deans & BM
January 15, 2024	Complete moving Students to Course Completed Status on SS	Deans
January 18, 2024	Final Graduant List Approval by Senate	Registrar
January 31, 2024	Deadline for convocation fee payment	Students
February 3, 2024	Finance department will start checking over due payment(convocation) status of students	Finance Dept.
February 3, 2024	Gown Issue start date	Reception Dept.
February 27, 2024	Gown Issue end date	Reception Dept.
February 15, 2024	Rehearsal Video Shared in the Viber group	Students and MIC team
March 14, 2024	Last date to return Gown (gown refund will be made after two weeks from returned date)	Finance Dept.

MIC Convocation - Thursday, 29 February 2024

Color Theme - Crimson Red (B90E0A) & Gold