2nd Convocation 2024
Presidency University
House: 11/A, Road-92, Gulshan-2, Dhaka-12

Flow Chart for Convocation Registration:

Step-1 : Click the Link: http://pu.abulkhairgroup.com:400/

Step-2 : Sign Up (Full name, Email, Password, Confirm password).

Step-3 : Please check your email for confirmation of the Sign Up click on link to activate your account.

Step-4 : Sign In with the Username *(Sign up Email)* and Password *(Sign Up password)*.

Step-5 : Please read carefully the **Convocation Policy.**

Step-6 : Enter your **Student ID** *(9 digit)* and press enter then fill in other info properly. Place your NID if blank.

Step-7 : Single Certificate is fixed. If you have double certificates, please click the checkbox of **Double Certificate** and fill in all information related to the 2nd certificate. **Present Organization/Job Place** filled in if you working at present.

Step-8 : Click the **Guest** tab *(if you have any)* and fill it properly *(relation must)*.

Step-9: Click **Payment** tab and fill it up properly by clicking the **Payment Transaction** button and save it.

Step-10 : Click **Address** tab and fill it up properly by clicking the **Add** button and save it.

Step-11 : Click **Attachment** button and fill it up properly by clicking the **Select File** *(for attaching student photo)* button and **Add** (for attaching academic documents) button and save it.

Step-12 : Finally click **Save** button then **Submit** the fill-up form *(Carefully check all information before clicking the Submit button. After Submit you can't edit your information. If any information is necessary for editing, please contact the Registrar's Office).*

Step-1	Step-2	Step-3	Step-4
Click the Link	**Sign Up**	**Check Sign Up Email**	**Sign In**
Step-5	Step-6	Step-7	Step-8
Convocation Policy	**Student ID**	**Double Certificate**	**Guest**
Step-9	Step-10	Step-11	Step-12
Payment > Payment Transaction	**Address > Add**	**Attachment > Select File > Add**	**Submit**