

Important Instructions

- Graduating Students, kindly confirm your attendance before 20th December 2013.
- Graduating Students, you are eligible for Convocation upon settlement of all fees outstanding to the University. You are requested to pay the Valedictory Fees , before 20th December 2013.

RULES AND ETIQUETTE DURING THE CONVOCATION CEREMONY

To ensure that the ceremony is conducted with honor and solemnity, the University requests all Graduates to extend their full cooperation by observing the instructions mandated and also make sure that their guests **strictly observe** them.

- a) Seating arrangements will be Faculty-wise/Programmes-wise - Award winners and Graduates.
- b) All those attending the convocation are required to gather in the Piraji Sagra Basement latest by 8 a.m. failing which you will not be permitted to attend the ceremony. You will then receive your degree In Absentia.**
- c) It is mandatory to observe the dress code failing which you will not be permitted to attend the ceremony. **You will then receive your degree In Absentia.**

Male Graduating Students

The formal dress for the occasion is Off-white Kurta Pyjama

Female Graduating Students

The formal dress for the occasion Off-White Salwar Kameez / Sari

- d) Graduates will receive their shawl in the Piraji Sagra Basement. All instructions will be given to you in person by your faculty in-charge.**
- e) You will not leave the Basement without the permission from your faculty in-charge.
- f) You will line up in two's for the procession (Faculty-wise/programme wise).
- g) The procession will start from the lane next to President, Dr. Bimal Patel's Chamber at 9.35 a.m. Graduating Students are required to occupy the seats earmarked for them and are requested to remain seated till Convocation 2014 is formally declared closed.
- h) Invited Guests, faculty members, Staff & other Students are required to occupy the seats earmarked for you by 09:30 am, and are requested to remain seated till Convocation 2014 is formally declared closed.
- i) All Photo sessions strictly after the function. The University has arranged for an official photographer to take photographs during the Convocation Ceremony. No other photographers will be allowed to disturb the solemn proceedings. (Please inform your friends, relatives etc. not to take photographs either with cameras, or mobile phones).**
- j) **COLLECTION OF DEGREE/AWARDS:** Graduates can collect their degree, awards, from their respective Administrative Dept. after the convocation ceremony. Kindly leave your address and email id when you collect your degree to enable us to mail your photograph.