

**Guidelines for Students to Participate “in Person” For 26th Annual Convocation on
23rd December, 2023.**

1. The degree to Ph. D. and PG & UG students and medals / awards to the UG and PG/Ph.D. students shall be conferred on the stage.
2. The rehearsal for the Annual Convocation shall be held from 2:30 pm onward on 22nd December, 2023 (Friday) in the Main Auditorium of the Institute.
3. It is mandatory for all the Ph. D. and PG and UG students to attend the convocation rehearsal, as per the above mentioned schedule.
4. The dress code for the students is as under :-

Boys	Girls
White Shirt	White Salwar Suit
Black Trousers	White/Cream Cardigan
White/Cream Cardigan	Sash with Institute Logo
Half Jacket*	Half Jacket*
Sash with Institute Logo	Shoes : Formal
Shoes : Formal	
<u>Turban/Sash Colour</u>	<u>Sash Colour</u>
Ph. D. students : Red	Ph. D. students : Red
PG students : Blue	PG students : Blue
UG students : Black	UG students : Black

5. The Institute has arranged half Jackets* on rent basis. The rent of Rs. 100/- is to be paid by the student. The students need to deposit a refundable security of Rs. 1200/- on the day of rehearsal directly to the vendor.
6. The students are required to purchase “Sash” at the time of their rehearsal from the vendor who shall be available at the convocation venue in the campus. The approximate cost of Sash is Rs.150/- only.
7. The Institute shall provide accommodation to a limited number of students (approx. 200) in the Community Centre and Common Rooms of the hostels with bedding on payment of Rs. 150/- per night, on First Come First Serve basis. For booking contact at (by 17.12.2023)

For Boys	For Girls
01672253558	01672253547
(Between 09:00 AM to 05:00 PM)	

8. The food/meals will be provided to the students/guests in the respective mess, on payment basis.
9. The guests (parents/spouse) can accompany the recipients for which the information has to be provided to the concerned Usher at the date of rehearsal. Very limited accommodation is available in the Institute for guests on First Come First Serve basis.
10. The Children below the age of 12 years are not allowed in the Convocation Hall.