

GRADUATION DAY

Instructions to Students

1. Students are requested to bring e-mail copy of the invitation received during registration to Graduation Day, for attend in the graduation day program.
2. **To attend the programe students are to register in SAP portal through their SAP id and using the password Welcome@1**
3. Registered students are informed to follow the dress code as indicated below:

Girls	White Saree with White blouse/ White kurta/ White Chudidar
Boys	White Shirt and White Pant/ White Pyjama

4. Students required to collect the stole and other materials from the assigned counter between 7.30 am to 9.00 am on the day of Graduation Day Ceremony by paying the prescribed charges for stole in Design Thinking Huddle.
5. Stole and entry pass will not be issued after 9.00 am and they shell not allowed to receive the certificates.
6. **Students are informed to note that only one accompaniment (guest) and candidate (two in total) are allowed for the program.**
7. **Only the student is allowed to the venue of the program and the accompaniment is requested to watch the live telecast of the program in the other seminar hall within the campus.**
8. **The children below the age group of 12 (twelve) are not allowed inside the venue.**
9. Candidates may take photos with friends and parents before entering the venue in the designated place before 9.00 am.
10. Arrangements for official professional photographers are made during the graduation ceremony. It is informed to contact help desk for photographs on payment basis.
11. Graduates are required to occupy their seats program-wise, as per the directions of the department co-ordinators, 30 minutes prior to the commencement of the program. i.e before 9.30 am.
12. When guests enter the venue after the parade, all are required to stand up and pay respect to the dignitaries.
13. When the candidates are called, to receive the certificates, they shall proceed to the dias, bow their head, and receive the certificates and medals, bow again, and proceed back to resume their seats.
14. Use of mobile phones is strictly prohibited for students inside the auditorium. They are required to keep the mobile in silent/switched off mode.
15. Graduates are required to be in their seat till the end of the program, until the completion of the national anthem and departure of dignitaries.
16. All are required to strictly maintain silence during the entire program.

Join for the lunch with accompanying member (Two only) in the respective venues.