

12th Convocation to be held on 27th July 2024 from 11 am at Arjuna Complex, IIITDM Kancheepuram

Congratulations to all Graduands on your remarkable achievement!

We extend our heartiest congratulations and invite you to join us in person at the convocation ceremony.

We look forward to celebrating your success together!

Instructions regarding attending the Convocation in person and the Protocol to be followed:

- I. **Registration:** All Graduands who want to receive the degree from our Director in person on the dais during the Convocation ceremony should register and collect the STOLES from the Registration Desk in front of the Academic Block (near H01) from 10:00 AM to 04:00 PM on 26/07/2024 (Friday).
- II. **Protocol:** Protocol of degree receipt is such that the order in which the Graduands are seated is same as the stacking of the degrees. The protocol include seating at your allotted chair as per the order, following the line as per seating, entry to the dais through one end of the stage, bowing before the dignitaries on the dais, receiving the degree from the Director and exit through the other end of the stage.
- III. **Rehearsal:** All who registered should mandatorily attend the rehearsal ceremony on 26th July 2024 at 5 PM at the venue (Arjuna). Graduands are requested to be seated in their allotted chairs. Graduands' Name and Roll Nos. sticker shall be pasted on the chairs. It's extremely important that you follow the line exactly as your seating arrangement so that the degree award will be perfectly synchronized. Graduands shall assemble in the Convocation Hall (Arjuna) latest by 04.30 PM for the rehearsal.
- IV. **Coupons for Refreshments:** Graduands are to collect coupons from representatives at the registration desk.
- V. **Convocation:** Graduands are to be seated in their allotted chairs for the convocation on 27th July between 09:00 AM and 10.15 AM. No registered graduands would be allowed to enter the convocation area after the cutoff time of 10.15 AM.
- VI. **Dress Code:** All Graduands are requested to be dressed Formally befitting the academic occasion as listed below. Graduands not following the dress code will not be allowed to receive the degree on the dias.
 - Girls: Cream colour salwar/saree
 - Boys: Cream colour kurta + Pyjama or Cream colour Kurta + Dhoti
- VII. **Late-comers:** Graduands who fail to attend the rehearsal will not be able to collect the degrees on the Convocation Dias and may collect the same from Academic Office after the convocation is over.

Other essential guidelines to be strictly followed during the Convocation ceremony:

- Convocation is a pious and academic event with established protocol to be followed over the years. All graduands are requested to cooperate with the institute in making this event a successful one and in line with the tradition.
- Graduands are requested not to venture out of their seats beyond the cutoff time of 10:15 AM. You may carry water bottles with you if required. In case of any assistance student volunteers around the area may be approached.
- Indiscriminate clapping / whistling / shouting / howling etc. during the Award of Degrees shall not be entertained.
- In order to maintain the tradition and the decorum of the event amidst the esteemed guests inclusive of you and your parents, gentle clapping for recipient of Prizes would be allowed. Please pass this message to your parents as well.
- You may inform your parents /friends not to approach the dais as you receive the degree / awards for any sort of photography. Institute photography team would be in place and each graduands photo would be recorded and passed on by the Academic Office in soft form after the convocation.
- Please do appreciate the fact that this is one of the showcase occasions of the institute in the midst of external audience such as the Press, Board and Senate members, esteemed Chief Guest, Chairman, Director, and other distinguished guests. Hence, all graduands shall follow the guidelines and adhere to them to make the event a successful one as a model for subsequent batches to follow.

Wishing you the all the best in one of the most important milestones in yours' and your parents' lives.

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Director