



# SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be university u/s 3 of UGC Act, 1956)

Kattankulathur – 603203

## 18<sup>TH</sup> CONVOCATION – SEPTEMBER 25, 2022

### INSTRUCTIONS TO THE GRADUANDS

1. The Graduand's registered online will be accommodated in the main auditorium on first-come, first-served basis. Others will be accommodated in the Mini Hall – I, II & class rooms of Dental college, where live CCTV arrangements will be made available.
2. The Rank Holders and Ph.D. Degree graduands will only be permitted to receive the degree on the stage.
3. Graduand's registered online for attending the convocation IN-PERSON should report to the Registration Confirmation counters on 25-09-2022 at 8.00 a.m. in the respective venues.
4. Parents will not be permitted inside the auditorium. However, they will be accommodated in the class rooms of Dental College (live CCTV arrangements are available).
5. Collect the Robes from the Robing counter and return it after convocation.  
[Total amount to be paid Rs.600/-, Hire Charges: Rs.100/- . After deducting the hire charges, the balance amount will be returned after the convocation].
6. After collecting the robes, graduands should wear the robes while entering into the auditorium and report to the seating arrangement committee at the Dr. T. P. Ganesan Auditorium and the staff members in the committee will allot the seat.
7. Breakfast and Lunch will be provided for graduands.
8. The graduands should wear a mask and maintain the social distance inside the campus/premises and auditorium and use of sanitizer frequently.
9. All the graduands attending the convocation should come in Formals (Black color dresses are not permitted).
10. MOBILE PHONES, CAMERAS OR ANY OTHER ELECTRONIC GADGETS ARE STRICTLY BANNED INSIDE THE AUDITORIUM.
11. Rehearsal will start at 10.00 a.m. and latecomers will not be permitted to attend the convocation on any account.
12. The main convocation function starts sharply at 11.00 a.m.
13. All are requested to stand when the academic procession enters the hall and remain standing till members of the procession have taken their seat.
14. Please rise for Invocation and stand until 'Invocation' is over.
15. No whistling is permitted inside the auditorium.
16. DO NOT TALK OR MURMUR, kindly maintain ABSOLUTE SILENCE inside the auditorium.
17. When the degrees are awarded, the Dean, Engineering and Technology shall ask the respective graduands to stand and then sit.
18. When the Ph.D. awardees / Rank holders are called, they should go to the dais in order, bow to the Chief Guest and the Chancellor, collect the degree and go to the seat quickly.
19. When all the graduates have been awarded degree, the Chancellor will administer the pledge and the graduates should repeat the pledge (in standing).

20. After the dissolution of the convocation, kindly rise for National Anthem.
21. All are requested to remain standing in their respective places when the convocation is over until the procession leaves the hall.
22. No one is permitted to leave the auditorium, until the convocation ends.
23. In case of any emergency, graduands who are having any symptoms of cough, cold or fever should report to the SRM General Hospital.
24. Use hand wash & sanitizer will be provided at all entry and exit points of the auditorium.
25. To ensure proper social distance, as per the guidelines issued by the Ministry of Health and Family Welfare and the Government of Tamilnadu.
26. Gatherings by the graduates inside the campus are strictly prohibited.
27. Graduands should follow a staggered lunch break approach, and ensure social distancing at all times.
28. Official photographers alone will be allowed to take photographs during the ceremony.
29. Graduands are requested to follow the above instructions strictly.
30. The graduates other than the Rank Holders and Ph.D. Degree Holders who opted for in-person but not attended / not registered can collect their degree certificates from the office of the Controller of Examinations, from 27<sup>th</sup> September 2022 (Tuesday) onwards. Time: 10.00 a.m. to 4.30 p.m. For others, the same will be despatched to their respective communication address given.

Regards,  
Controller of Examinations