

COLLEGE OF ENGINEERING TRIVANDRUM

CONVOCATION CEREMONY

Date : 23/03/2019

Venue : Convocation Hall at College Ground

General Guidelines :

- Registration starts at respective Departments at 07.00 am and ends at 08.00 am
- Late registrations after 08.00 am will not be permitted
- A refundable deposit of Rs.1000/- (Rs.One Thousand only) is payable at registration counter for receiving academic dress and cap and will be refunded once the dress and cap is returned to registration counters after the programme.
- The deposit amount will be forfeited if the academic dress and cap are damaged/not returned
- Strictly follow the time schedules for smooth conduct of the programme
- All the graduands attending the convocation ceremony must be properly and decently dressed
- It is mandatory for all the Degree recipients to be dressed in proper Convocation Attire inside the hall
- Degree recipients shall not be allowed to enter/leave the convocation hall during the ceremony
- When the Academic procession is entering the convocation hall, the graduands shall rise and remain standing until all those on the dais have taken their seats
- It is mandatory that the decorum of the convocation proceedings should be maintained by every graduand till the end of the programme

- Those who reach the venue during the convocation ceremony can only receive the Degree certificate after the convocation function from their respective department
- Photo session starts at 08.00 am and ends at 09.45am (as per schedule at Golden Walkway)
- Strictly adhere to photo session schedule
- After photo session for each programme, graduands are directed to go to the tea/snack stall near convocation hall
- Graduands are directed to occupy their respective seats in the convocation hall from 08.15 am to 09.45 am
- After the convocation function graduands are directed to return the academic dress and cap to their respective registration counters
- Parents are not allowed in the convocation hall
- Parents are requested to seat at Diamond Jubilee hall/Pandal near Diamond Jubilee Hall
- **Mobile Phones must be kept in silent mode for the entire duration of the programme**
- **Taking photos using mobile phones is strictly prohibited in the convocation hall**
- **Kindly maintain ABSOLUTE SILENCE inside the convocation hall**