

INSTRUCTIONS FOR DEGREE COLLEGE DISTRIBUTION CEREMONY

All registered candidates attending the **Degree Distribution Ceremony** on 11<sup>th</sup> February 2017, are requested to note the following:

1. Dress code: Formals: Boys – White shirt & Black trousers  
Girls – White salwar kameez/chudidhar kurta/  
White shirt & Black trousers
2. Photo ID: Degree certificates will be given strictly to eligible candidates only against photo ID such as PAN card/ Aadhar Card/ Driving license/ College ID card. Carrying photo ID is compulsory.
3. Reporting time:

Session	Class	Reporting time	Room No	Spot entry
I	PhD, MSc, MCom	9.30am	102`	9.30am to 10.30am (Room No. 111)
	BCom	9.30am	101, 103	
II	BA	11.00am	101	10.45am to 11.45am (Room No. 111)
	BMM, BMS	11.00am	103	
III	BSc, BSc IT, BSc BT	1.00pm	101	12.15pm to 1.15pm (Room No. 111)
	BAF, BBI	1.00pm	103	

4. College will not entertain registered students who do not report at the scheduled time. They may collect their Degree Certificates from the college office at a later date.
5. In the Auditorium, first two rows are reserved for staff. Thereafter, the students will be seated as per seat/rows indicated by student volunteers.
6. In order to ensure decorum of the program NO ONE is allowed to leave their seats till the end of the program.
7. Photographs of individual students taken while receiving the degree will be made available on payment. There will be a separate photo counter after the programme for individual photographs at extra payments.
8. Students are requested to follow the instructions and help us to maintain the sanctity and decorum demanded by this occasion.



  
Principal