

March 06, 2019

Dear Graduand,

**Sub: Nineteenth Graduation Day – Reg.**

Greetings!

*Graduation is a time of completion, of finishing  
however, it is also a time of celebration of achievement.  
Graduation is not the end, it's the beginning.*

We have great pleasure in informing you that the Nineteenth Graduation Day of SSN Institutions will be held between 2.00 p.m. and 5.00 p.m. on Sunday, the 17<sup>th</sup> March 2019. We are extremely happy to invite and extend a warm welcome to you on this auspicious occasion. Prof. P. Balaram, Former Director IISc, Bangalore has kindly consented to be the Chief Guest and deliver the Graduation Day address.

Please confirm your participation by registering on the college website / Almaconnect **on or before March 15<sup>th</sup>, 2019. There is no spot registration.**

**Guidelines for Dress Code:**

- Formal dress code is to be followed strictly. Otherwise, Graduands will not be allowed inside the auditorium.
- For male: Formal shirt, Formal Trousers, Formal shoes with convocation robe.
- For female: Pleasant colored Salwars/Sarees, Formal Shirt & Trousers with convocation robe.
- Please avoid Jeans, T-shirts, Skirts, Sandals, Baggy Pants and other informals.

**Guidelines to participants on the Graduation Day are furnished below:**

- College buses have been arranged for the Graduands to reach the College on Sunday the 17<sup>th</sup> March 2019. The bus routes will be available in the College website.
- Convocation robe will be provided in the Justice Pratap Singh Auditorium on payment. The rent for the robe will be approximately Rs.50/- and the refundable deposit will be Rs.300/-.
- Graduands are requested to pay Rs. 50/- for taking photograph of the function, as personal photography is not allowed during the function.
- Lunch will be served to the graduands and parents at 12.00 Noon.

**P.T.O.**

**Special Instructions:**

- All registered graduands, on arrival at the college, shall report at the reporting counter outside the auditorium before 1.00 p.m.
- Robes distribution will stop by 1.20 p.m.
- Graduands will assemble in the auditorium with the convocation robes by 1.30 p.m.
- Graduands are requested to keep the mobile phones switched off inside the auditorium and strictly follow the time schedule.
- The academic procession of the dignitaries will enter the auditorium by 2.00 p.m.
- Please stand up when academic procession enters the hall and remain standing till all the members of the procession are seated.
- Graduands are requested to take pledge audibly when administered.
- When the Graduation day function is over, please remain standing until the academic procession leaves the hall.
- **Only Graduands are allowed inside the auditorium.** However, parents can witness the live streaming of the proceedings in an LED screen outside the auditorium.
- **Graduands are requested to maintain silence until the procession leaves the hall after the entire proceeding.**
- Kindly avoid handbags and other baggages inside the auditorium.
- The buses will leave the college after the function is over.
- Please note that those who have arrear(s) are not eligible for the award of degree on the Graduation Day.

The **Graduands studying abroad** and those who are not able to receive the degree in person during the Graduation Day function are requested to make necessary arrangements to collect the Degree certificate after 1-04-2019 from the college office through parents only. The parent must provide his / her ID Proof (preferably ration card) and the original authorization letter signed by the Graduand.

**Note: Graduands should not laminate the Degree Certificate issued by the Anna University**

Thank you.

**PRINCIPAL**