

3RD CONVOCATION
26 April, 2017
Programme Schedule

Programme	Time	Venue
Reporting Time	7.30 am – 8.00 am	Invertis Campus
Collection of gowns/Caps	8.00 am – 9.00 am	Registration Desk (Main Library)
Breakfast	9.00 am – 9.30 am	Cafeteria
Entry in Convocation Hall	9.30 am – 9.40 am	Main Auditorium
Convocation Instructions/Rehearsal	9.40 am – 9.50 am	
Convocation Ceremony	10.00 am – 12.30 pm	
Return of Convocation Gowns & Refund of Security Money, issue of	12.45 pm – 1.00 pm	Registration Desk (Main Library)
Students may leave the campus after showing the 'Refund Receipt' at the gate		

Important :

- ✓ Entry to the Convocation Hall will strictly be on the basis of Confirmation from the Registration Desk.
- ✓ After the event, it is mandatory for all students to return the Convocation Robe to the Registration Committee to get refund of security money Rs.500/- on the spot.
- ✓ On the spot Registration will not be permitted in any circumstances.
- ✓ All students are expected to show high level of code of conduct on the occasion.
- ✓ All students in the Convocation Hall will rise when the Procession enters and when the Procession leaves the Convocation Hall.
- ✓ All students are expected to maintain the decorum of the ceremony and do not indulge/cause any unpleasant talk or incident.
- ✓ All students are required to strictly follow the instructions during the Convocation Ceremony.
- ✓ No arguments inside the Convocation Hall will either be permitted or entertained.
- ✓ Please keep your mobiles switched off.
- ✓ Entry to the Degree Recipients in Convocation Hall will be strictly closed after 9.30 am.
- ✓ Grievances, if any, will be registered and solved by the Grievance Committee in Room No. M 1.

Santosh Kumar
Registrar

INVERTIS UNIVERSITY, BAREILLY

3rd Convocation Ceremony 2017 **Instructions to the Candidates**

GENERAL

- **3rd Convocation of Invertis University, Bareilly** is scheduled to be held on **26th April' 2017**.
- The Registration Form is available at <http://forms.invertisuniversity.ac.in/registration> .
- All the registered candidates are to be physically present in the university on the Convocation Day. Schedule will be provided on the website.
- It will be mandatory for all registered candidates to attend rehearsal of Convocation Ceremony. Timings will be notified later.
- Dress Code is to be followed strictly.

DRESS CODE

Formal dress is to be worn for the ceremony as indicated below.

- Females: Saari/Western (formal shirt/trousers).
- Males : formal shirt with tie/suit, black shoes & socks.
- Casual footwear (trainers, plimsolls, flip-flops, Bathroom slippers and hawai chappals etc) is not permitted. Flowers, or other articles should neither be worn nor be carried during the convocation ceremony.
- Dress regulation will also apply to guests.

ACCOMPANYING GUESTS

- The degree recipient is allowed to bring maximum two persons.
- Only parents, blood relations (brother/sister) or spouse of the degree recipient will be allowed.
- Degree recipients desirous to bring their parents/siblings/spouse must forward their particulars in their Registration Form so that appropriate courtesy and hospitality is extended to them.
- Children below 12 years are not allowed.

CONVOCATION ROBE

- All Candidates will be issued gowns and caps at the University from the Registration Desk and they will wear convocation gown throughout the function.
- It is mandatory to return Convocation Gowns after the convocation ceremony before leaving the Convocation Hall.

TIMINGS

- All Degree Recipients are required to follow the time-schedule strictly.
- The Degree Recipients are expected to maintain strict code of discipline in the Convocation Hall.
- The Degree Recipients are not allowed to leave the Convocation Hall before the function is over and the Academic Procession has left the Hall.

PROCESSION

- All present in the Convocation Hall will rise when the Procession enters and when the Procession leaves the Hall.

REGISTRATION

- The 2016 pass out students may kindly register themselves for attending the 3rd Convocation ceremony by paying Registration Fee online before 24th April 2017.

FEE DETAILS

- Convocation Fee details –
Degree Fee – Rs.1000/-
Convocation Fee – Rs.500/-
Security Refund- Rs.500/-

(Registrar)