

GOVERNMENT COLLEGE OF TECHNOLOGY

COIMBATORE - 641013

16th& 17th GRADUATION DAY - 09/09/2023

Instructions to be followed inside the Graduation Ceremony Hall

1. Registered graduands should report to the Faculty Advisor concerned at 8.00 am (16th Graduation Day) / 1.00 pm (17th Graduation Day)
2. Bring the degree certificate which is already issued and keep the certificate in the file provided by the Faculty Advisor concerned before entering the Hall
3. Rehearsal will start at 8.30 am(16th Graduation Day) / 1.30 pm (17th Graduation Day). Once the graduands are seated inside the Hall, the graduands are not permitted to leave the Hall until the ceremony gets over.
4. Keep seated in the respective places allotted to the individuals.
5. Please stand up when the academic procession enters the hall.
6. Remain standing till the members of the procession are seated.
7. Graduands are requested to stand up from their seats when their names are called upon.
8. Move gently to the left to stand in a queue to reach the Dias.
9. Bow down with a pleasant smile while receiving the awards or degree certificates (refer Sl.No.1) from the chief- guest and say thank you.
10. Walk down from the right side of the Dias to reach the respective seats.
11. Remain standing in your place until the HODs of the respective departments give instructions to sit.
12. Remain standing in the respective places till the academic procession leaves the hall.

NOTE:

- Mobile phones and cameras are strictly not allowed inside the hall.
- Maintain silence from the beginning to the end of the programme.
- Never roam inside the venue.
- Avoid chatting with others inside the venue.
- Do not exchange or look into the degree certificates of others.
- Do not whistle or clap at any point of the ceremony.
- Maintain discipline to prove the decorum of the institute.