

JIIT NOIDA

9TH ANNUAL CONVOCATION: 2024

My Dear Alumnus (pass out batch- 2016, 2017, 2018, 2019, 2020)

1. On behalf of the Board of Management of Jaypee Institute of Information Technology, I extend you most cordial Invitation, to join us on the auspicious occasion of Annual Convocation scheduled on **31 May 2024** (Friday).
2. It has been decided that all those who have **not yet collected / received** their degrees, are invited to their 'ALMA MATER' to receive the degrees.
3. The information listed below will be of assistance to you to plan for the event.

Schedule:

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|-----|--------------------------------|---|---------------------------------|
| (a) | Registration for Convocation | - | 30 May 2024 at 1400 - 1500 Hrs. |
| (b) | Rehearsal, Final Briefing | - | 30 May 2024 at 1500-1700 Hrs. |
| (c) | Issue of Gowns | - | 30 May 2024, 1600 – 1700 Hrs |
| (d) | Students & Guests to be seated | - | 31 May 2024, 1015 Hrs |
| (e) | Convocation Ceremony | - | 31 May 2024, 1100 – 1300 Hrs |
| (f) | Lunch | - | 31 May 2024, 1300 hrs |

4. I wish to emphasize that you must plan to reach the Campus on 30 May 2024 so that you **register** for your degrees and issue of gowns. Please do inform us in advance so that we are able to inform the vendor of Gown to keep the same available. Please make sure that you arrive in time as we shall not be able to accommodate your request as we have certain lists to prepare to be given to Dean/HODs and also sort your degrees as per the presentee list by the evening of 30 May 2024.
5. I hereby request you to register for Convocation only **if you have not collected your degree from the University so far.**
6. **All medals and PhD degrees will be awarded in person on the stage. For all other students, the graduates will rise at their respective seats for conferment of the degree.**
7. After the Convocation Ceremony, the graduates shall collect their degree certificates from the designated rooms for each batch.
8. After the lunch, the Vice-Chancellor and his team will be available in Convocation hall for photographs with degree recipients (individual or in groups).
9. Minute to Minute program will be handed over to you on your arrival in the campus.
10. Gown/Hood/Cap shall be provided to you on arrival. However, you will be required to deposit Rs.1500/- as security. The security is refundable once you return the Gown after a nominal deduction of Rs. 200/- as rental of the items by the vendor.
11. You are allowed to bring only one Guest. The guests are cordially invited for lunch, after the Convocation
12. We are expecting large number of attendees for the convocation ceremony. Due to limited seating capacity in the Convocation Hall, the guests will be accommodated in adjoining halls where the ceremony will be streamed live.
13. You are requested to fill the google form (link <https://forms.gle/7nEoiDDPcysg5SrQ6>) confirming your arrival and other details latest by **13 May 2024**.

Important – All degree recipients have to report and complete all formalities by the evening of 30 May 2024. All names, seating arrangements, list of degree recipients will be finalized on 30 May 2024. Hence, it will not be possible to include any name in the list of degree recipients after the evening of 30 May 2024.

With Best Wishes,

Yours sincerely,

Sd/-
Col (Dr) Sharad Rastogi
Registrar