

SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR

THIRD GRADUATION CEREMONY

Instructions to Graduands

Institute will be conducting its Third Graduation Ceremony on 24th June 2022 in Institute premises at 4 pm. **All graduands are requested to register on official alumni website www.rknecalumni.org (through their personal mail ID only) before arriving on campus for graduation ceremony. If already registered, they are requested to update their profile.**

All graduands have to follow the instructions in order to maintain discipline during the ceremony.

1. You are requested to report for collecting graduation robes in their respective departments as follows:

- Thursday, 23/06/2022: 10 am to 5 pm
- Friday, 24/06/2022: 10 am to 2 pm

Reporting and robe distribution will close at 2 pm on 24/06/2022.

Reporting of all Awardees is at First Year Block (Ground Floor) in above timing only.

At the time of reporting, graduands have to show registration acknowledgement or Photo ID (Aadhar Card/Driving License) and verify their name in the registered graduand list available in the department. After verifying this, they will be issued

- Badge Containing Seat Number
- Food Coupons
- QR card for graduation ceremony web pages
- Graduation Robes (Gown, Scarf, Cap)

Robes will be issued strictly to respective degree recipient and not to any representative.

2. Wearing of mask is strongly advisable for all.
3. On 24th June 2022, for security and parking issues, all graduands have to reach institute latest by 3 pm. They have to wear the graduation robes and take their respective seats during 3 pm to 4 pm. Entry of all graduands will be from stairs at EN Department OAT side.
4. Graduands are requested to come in formal attire.

5. Graduands are requested to follow all the instructions given at venue time to time.
6. Photography during the award distribution ceremony is strictly prohibited. Students can download all photographs of the ceremony from college website later.
7. After the ceremony is over, graduands have to report back to respective departments for returning robe and for collecting the documents. Graduands can proceed for dinner behind CS/IT Block.

Contact persons:

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| 1. Robe Distribution: Dr. Rajesh Raut | 9823404432 |
| 2. Award Committee: Dr. Sangita Deshmukh | 8275045636 |
| 3. Reporting Committee: Dr. P.K. Parlewar | 9665446151 |
| 4. Food Committee: Dr. H.D. Bhave | 9420180002 |
| 5. Pandal seating arrangement: Prof. Hariom Khungar | 940359736 |
| 6. Parking and Security: Prof. Pankaj Belsare | 9960724177 |
| 7. Photographs: Prof. Bhushan Bissa | 8928330047 |

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