



JAYA ENGINEERING COLLEGE

Thiruninravur



We cordially invite you to the

17TH GRADUATION DAY CEREMONY

On Saturday, 9th April, 2016 at 5.00 p.m. at our
college premises

Prof. H. Devaraj D.Sc.

Vice Chairman, University Grants Commission, New Delhi

Has kindly consented to deliver the Graduation day address

Prof. A. Kanagaraj,

Chairman, Jaya Educational Trust

Will preside over the function

Prof.A. Kanagaraj
Chairman, JET

Er. K .Navaraj
Vice Chairman, JET

Mrs.K.VijayaKumari
Secretary, JET

Dr.K.Vijayaragavan
Principal

Dr.E.Kaliappan
Vice Principal, JEC

Annexure – I

Jaya Engineering College

Thiruninravur

17th Graduation day-2016

REGISTRATION FORM

From,

To,

The Convener,

17th Graduation day function,

Jaya Engineering College

Thiruninravur-602024

Dear Sir,

I acknowledge the receipt of the intimation of the Graduation day function and I am interested in attending the function in person. I request you to register my name.

Details of the Graduate:

Name:

Course and Department:

Batch:

Year of Graduation:

No of Accompanying Guest:

Contact details:

Mail Id:

Phone No.:

Present position:

Name of the Organization:

Thanking you

Signature and Name in Block Letters

For Online Registration:

Graduation day and Alumni meet Registration Form Link:

<http://goo.gl/forms/X7TXO7aklf>

Jaya Engineering College

Thiruninravur

17th Graduation day-2016

INSTRUCTIONS TO GRADUANTS

1. Only the registered graduants will receive the degree in person on 09-04-2016
2. Graduants and their parents should be seated in their respective places before 4:30 pm (should bring the visitor pass for entry to the auditorium).
3. **NO GRADUAND WILL BE ALLOWED TO ENTER THE GRADUATION HALL AFTER 04.30 pm**
4. **All Graduands are requested to attend the function in formal dress.**
5. **Graduands are earnestly requested to observe strict silence during the time of the proceedings of the graduation ceremony.**
6. All are requested to rise from their seats when the academic procession enters the hall and remain standing until the members of the procession have taken their seats
7. **Graduands are specially requested to repeat audibly the pledge administered by the Chief Guest.**
8. After receiving the degree the Graduants must be seated in their respective seats until the Graduation ceremony is over.
9. When the graduation ceremony is over, all will remain standing in their places until the academic procession leaves the hall.
10. A refundable deposit of Rs.100/- to be paid on 09-04-2016 for hiring Graduation robes
11. **For Graduation photo Rs. 100/- to be paid during registration**
12. **No cell phone/Camera will be allowed in the Graduation hall.**
13. **Invitees are requested not to bring children below 15 years with them**
14. A separate place will be allotted for the accompanying persons. The parents are also requested to maintain silence during the function
15. **NO GRADUAND WILL BE ALLOWED TO ENTER THE GRADUATION HALL WITHOUT INVITATION**
16. **OUTSIDE PHOTOGRAPHERS ARE NOT ALLOWED**
17. All the Graduates & participants strictly informed that they should not move until the graduation ceremony is over. We expect your kind cooperation.

Jaya Engineering College
Thiruninravur
17th Graduation day-2016

CIRCULAR

Dear Graduants and Alumni,

We are glad to inform you that the **17th Graduation day and Alumni meet** of our college are scheduled to be held on 09-04-2016(Saturday), in our college premises. You are cordially invited to come personally and receive the degree certificate. Kindly register your name for the Graduation Day and Alumni Meet in the format attached.

The registration fees for Alumni Meet is Rs. 300/- which can be paid either as DD in favour of Jaya Engineering College payable at Chennai or by Cash at college fees counter. As a conformation, the **Online Registration forms will be available in the college website (www.jec.ac.in)** from 02-04-2016, should be filled by the participants and the copy of the same should be submitted to the **college on or before 07-04-2016**, alternatively the forms attached along with this invitation can also be used for offline registration by post.

Only those graduants who have registered will be only allowed to receive the degree certificate in person. **Spot registration is not entertained.**

The Alumni Meet will be held during 3.00 pm To 4.00 pm in the CSE Block seminar hall. After 4.30 pm the graduants should complete the graduation registration process and should occupy the seat allotted for them before 4.30 pm.

No graduants will be allowed to enter the hall after 4.30 pm.

Note:

1. Cell phones / Camera are not permitted inside the graduation hall
2. Separate seating will be allotted for the accompanying persons
3. For offline registration graduation registration form – Annexure – I, Alumni registration form – Annexure –II, Instructions for graduants -Annexure – III, Invitation for graduants – Annexure-IV.