FORMAT FOR THE ELEVENTH GRADUATION DAY (CONVOCATION) – 2009

DATE OF GRADUATION DAY (CONVOCATION) 18.04.2009

1. Name : 

2.a) Communication Address with Pincode : 

2.b) Permanent address with Pincode : 

3.) Exam Register Number : 

4.) Month and Year of Passing the Examination : 

5.) Name of degree with subject (Branch) : 

6.) Please confirm your participation in person in the Convocation : 

7.) How many persons accompany you (Children below 12 years are not allowed) : 

SIGNATURE

Station : 

Date  : 
Dear Graduates,

The ELEVENTH Graduation day of K.L.N.COLLEGE OF ENGINEERING, POTTAPALAYAM will be held on SATURDAY the 18th APRIL 2009 at 11.00 AM in the college indoor stadium.

Shri M.PONNAVAIKKO, Vice-Chancellor, Bharathidasan University has kindly consented to be the chief guest.

I have the pleasure in inviting you to participate in the graduation day to receive your degree in PERSON, on that auspicious occasion.

To receive your degree on that day you will have to be in your convocation robes. We are arranging for your convocation robes and photo for which you have to pay about Rs.50/- to the photographer. A sum of Rs.100/- is also to be deposited with the photographer which will be refunded after returning the robes.

You are requested to register your name in your respective department between 9.00 AM to 10.30 AM to receive your degree on 18.04.2009.

Please send me immediately the format enclosed duly filled in on or before 15.04.2009

Your co-operation will go a long way to make this function a grand success.

Your presence on that day is most expected by our management.

Transport is arranged from Periyar bus stand and Mahal at 8.30 AM to 9.30 AM (via Mahal and Teppakulam)

Tea will be provided around 10.00 AM in the canteen.

Lunch will be provided in the college after the function is over.

Looking forward to meet you and your parents on the graduation day.

With warm regards,

PRINCIPAL

P.S.
1. Please also inform your classmates the date of graduation day and ask them to contact the Principal in this regard.
2. Please avoid bringing children to graduation day hall.
3. For any further clarification, you are welcome to contact Prof. M.R.Ilango, Director / MCA at phone No.0452-2090971, 72 Extn.233 and Fax.No. 0452-2698280 :: e-mail:info@klnce.edu
4. You can also download the format of the 11th Graduation from our college Website (www.klnce.edu) or on line confirmation.
5. You may kindly confirm your participation in the 11th graduation day through sending the confirmation mail with attached filled in format to our college mail id: info@klnce.edu or on line confirmation.
ORDER OF EVENTS

1. Graduates registration : 9.00 am to 10.30 am
2. Receive the Convocation Robes : 9.30 am to 10.30 am
3. Graduates, Visitors, Staff Members to take their Seats in Graduation Day Hall : 10.45 am
4. Ready report to the President, Chief Guest and the Principal by the Convener : 10.50 am
5. Procession of the President, the Chief Guest, the Secretary, and the Head of the Departments to the Graduation Day Hall : 11:00 am
6. Lunch : After the Function is over (around 1.30 pm)

On the Procession entering the Graduation Day hall, all the Candidates and the invitees shall honour the President, Chief Guest and the procession by rising up and remaining still until the Chief Guest, the President, the Principal and the Secretary have taken their seats on the dais. The Heads of Faculties will also take their allotted seats.

7. Proceedings :
   (i) Invocation
   (ii) The President Welcomes the Chief Guest and announces the Graduation Day.
   (iii) The President inviting the Chief Guest to address the candidates
   (iv) Graduation Day address by Shri. M.PONNA VAIKKO
   (v) The President calling the HODs to present the candidates.
   (vi) The Heads of Departments present their candidates in the following order.
       a. AUTOMOBILE ENGINEERING
       b. COMPUTER SCIENCE AND ENGINEERING
       c. ELECTRICAL AND ELECTRONICS ENGINEERING
       d. ELECTRONICS AND COMMUNICATION ENGINEERING
       e. ELECTRONICS AND INSTRUMENTATION ENGINEERING
       f. INFORMATION TECHNOLOGY
       g. MECHANICAL ENGINEERING
       h. M.E., COMMUNICATION ENGINEERING
       i. M.E., MANUFACTURE ENGINEERING
       j. M.E., POWER SYSTEM ENGINEERING
       k. MASTER OF BUSINESS ADMINISTRATION
       l. MASTER OF COMPUTER APPLICATIONS
   (vii) Formal conferring of Degree by the Principal – The candidates now stand up.
   (viii) Vote of Thanks : By Secretary
   (ix) National Anthem
   (x) The Graduates and invitees will remain standing till the procession leaves the hall. Then they leave the hall

Sd../Dr.S.Ganapathy
PRINCIPAL

NB: The Graduates have to pay about Rs.50/-each for Convocation Robe and Photo and a deposit of Rs.100/- to the photographer which will be refunded after returning the Graduation Day Robes.