

JAYA COLLEGE OF ENGINEERING & TECHNOLOGY

(A UNIT OF JAYA GROUP OF INSTITUTIONS)

(Approved by AICTE, NEW DELHI & Affiliated to Anna University, Chennai.)

Poonamallee By-Pass Road, Poonamallee, Chennai - 600 056.

Phone : 044 - 26493505, 26492227 Fax : 044 - 26492226.

Website : www.jcetech.ac.in E-mail : info@jcetech.ac.in

Dear Graduand,

March 31, 2016

Sub: Twelfth Graduation Day-Reg.

Greetings!

We have great pleasure to informing you that the Twelfth Graduation Day of Jaya College of Engineering and Technology will be held on Saturday the 9th April 2016. We are extremely happy to invite and extend a warm welcome to you on this auspicious occasion. **Dr.G.V.UMA, COE, Anna University, Chennai**, has kindly consented to be the Chief Guest and deliver the Graduation Day address.

Please confirm your participation by registering on the college website www.jcetech.ac.in (on or before April 4th 2016).

Dress Code:

Formal dress code is to be followed strictly. Otherwise, Graduands will not be allowed inside the college campus.

For male: Formal shirt, Formal Trousers, Formal shoes.

For female: Pleasant colored Salwars / Sarees.

Guidelines to participate on the Graduation Day:

Convocation robe will be provided in the P.G Block on payment. The rent for the robe and printing of photos will be approximately Rs.300/- and the refundable deposit will be Rs.100/-.

Personal photography is strictly prohibited during the ceremony.

Dinner will be served to the graduands and parents between 7.00 P.M to 8.00 P.M at the venue.

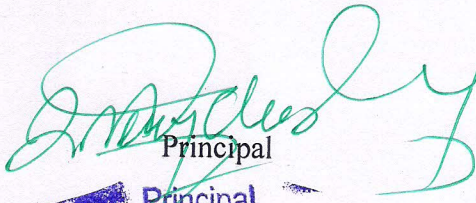
Special Instructions:

- On arrival at the college, please register at the registration counter in the P.G Block.
- Registration closes at 3.00 P.M.
- Graduands will assemble in the venue with the convocation robes by 4.00 P.M.
- Graduands are requested to keep the mobile phones switched off inside the venue.
- The academic procession of the dignitaries will enter the hall by 4.30 P.M.
- Please stand up when academic procession enters the hall and remain standing till all the members of the procession are seated.
- Before and after receiving the degree certificate, the graduands are requested to occupy their allotted seats only.
- Graduands are requested to take pledge audibly when administered.
- When the Graduation day function is over, please remain standing until the academic procession leaves the hall.
- At the closing of the Graduating day ceremony, all present shall raise from their seats and remain so until the members of the academic procession leaves the hall.

**NOTE : GRADUANDS SHOULD NOT LAMINATE THE DEGREE
CERTIFICATE ISSUED BY THE ANNA UNIVERSITY.**

Thank you.




Principal
Principal
Jaya College of Engineering and Technology
Poonamallee, Chennai - 600 056.