

**Indian Institute of Technology Kanpur
Academic Section**

No. A/51st Convocation/2018/IITK/03
June 13, 2018

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Dean of Academic Affairs
IIT Kanpur**

NOTIFICATION

This is to inform you that the Fifty First Convocation (Convocation – 2018) of the Institute will be held in the Community Hall (Auditorium) on **Thursday, June 28, 2018**. The Convocation (on June 28, 2018) will be held in three sessions as per following details:

Session – I (10:30 AM to 11:30 AM)

(Everybody should occupy seats latest by 09:30 AM)

- A) Dignitaries on the dais:
 - a. Chief Guest / Guest of Honour(s)
 - b. Chairman, BOG, IIT Kanpur
 - c. Director, IIT Kanpur

- B) We shall be able to accommodate at most 900 students (UG + PG) in the Auditorium during Session – I. These 900 students will be selected through lottery among the students submitting Convocation consent form and willing to attend the Convocation in person. Remaining students shall be accommodated in Lecture Hall(s) where the proceedings of the ceremony shall be Live webcasted.

- C) Following awards are proposed to be given in Session – I:
 - a. President's Gold Medal
 - b. Director's Gold Medal for UG – 4 Year program
 - c. Director's Gold Medal for PG – 5 Year program
 - d. Ratan Swarup Memorial Prize
 - e. Dr. Shanker Dayal Sharma Medal
 - f. Gopal Das Bhandari Memorial Award

- D) Chairperson SUGC, for UG students and Chairperson SPGC, for PG students shall present the candidates for award of the degree in respective disciplines. The students, of the said discipline shall stand and their names will be scrolled over the screen. Chairman, Senate shall admit the students to the degree in respective disciplines.

E) The proceedings in Session – I are proposed to be in following sequence:

- a. Academic Procession enters
- b. Invocation
- c. Chairman, BOG declares the 51st Convocation Open
- d. Chairmen, SPGC, SUGC will present the candidates for award of degree
- e. Record of degrees is presented to the Chairman, BOG for his signatures
- f. Chairman, Senate reads the Exhortation
- g. Chief Guest presents the Medals & Prizes
- h. Director, IIT Kanpur will read the Report of the Institute
- i. Chief Guest delivers the speech
- j. Chairman, BOG declares the 51st Convocation closed.
- k. National Anthem
- l. Academic Procession leaves

End of Session – I

Session – II (3:00 PM to 4:45 PM)

(Everybody should occupy seats latest by 2:30 PM)

- A) Dignitaries on the dais:
 - a. Chairman, BOG, IIT Kanpur
 - b. Director, IIT Kanpur
- B) Post Graduate students shall be awarded degree, awards and medals in this session.
- C) Head of the Department's shall present the candidates for award of degree in respective discipline.
- D) As the name is announced by HOD, the degree recipient will present him/herself in person and Chairman, Senate shall award him/her the degree.
- E) Registrar shall present the candidates for the award of Medals and awards after the award of degrees is over.

End of Session – II

Session – III (5:45 PM to 7:30 PM)

(Everybody should occupy seats latest by 5:15 PM)

- A) Dignitaries on the dais:
 - a. Chairman, BOG, IIT Kanpur
 - b. Director, IIT Kanpur
- B) Under Graduate students shall be awarded degree, awards and medals in this session.
- C) Head of the Department's shall present the candidates for award of degree in respective discipline.
- D) As the name is announced by HOD, the degree recipient will present him/herself in person and Chairman, Senate shall award him/her the degree.
- E) Registrar shall present the candidates for the award of Medals and awards after the award of degrees is over.

End of Session – III

A full-scale rehearsal of all three ceremonies of Convocation will be held in Auditorium on Wednesday, June 27, 2018 as per following schedule:

Rehearsal of Session – I (8:30 AM to 9:30 AM)

- a) UG & PG degree recipients, who are awarded seats in Auditorium through lottery, should assemble and take their seats at Auditorium by 8:00 AM;
- b) The Senators/ Chairperson, SUGC, SPGC/ All Department/Program Heads who intend to participate in the Academic Procession during Convocation are requested to participate in the rehearsal program and should assemble at Auditorium by 8:15 AM.

Rehearsal of Session – II (10:00 AM – 11:30 AM)

- a) All PG degree recipients should assemble and take their seats at Auditorium by 9:45 AM;
- b) The Senators and all members of Academic Procession should assemble for rehearsal at Auditorium by 9:50 AM.

Rehearsal of Session – III (12:00 Noon to 1:30 PM)

- a) All UG degree recipients should assemble and take their seats at Auditorium by 11:45 AM;
- b) The Senators and all members of Academic Procession should assemble for rehearsal at Auditorium by 11:50 AM.

I extend to you our most cordial invitation to attend the Convocation and to receive your degree in person. I hope that you will make it convenient to present on the occasion. I wish to emphasize that you must reach the campus well in advance for the occasion so that you are able to participate in rehearsal. We will try to accommodate parents of degree receiving students in the Convocation Hall during Session – II and Session – III only on first-cum-first serve basis. Arrangements for Live coverage of Convocation are also being made in Lecture Halls. Parents of graduating students who can't be accommodated in the Convocation Hall will be accommodated in Lecture Halls.

In case you do not participate in the rehearsal, I am afraid, it may not be possible for us to entertain requests for inclusion of your name for receiving the degree in person.

All degree recipients are requested to fill in Online Consent Form for Convocation which is available at following link <http://www.iitk.ac.in/doaa/convocation>. Convocation fee of Rs. 1200/- (irrespective of being present or absent in Convocation) shall also be paid online while filling the consent form. Hard copy of No-dues clearance certificate needs to be submitted in DoAA office beforehand.

Unless a no-dues clearance certificate is submitted in DOAA office and online consent form is filled as “**YES**”, it will not be possible to allow you to receive the degree in person.

Details regarding Convocation attire is available at following link:
<http://www.iitk.ac.in/doaa/convocation/data/Dress-code-for-51st-Convocation.pdf>

sd/-
(Neeraj Misra)
Dean, Academic Affairs