

INDIAN INSTITUTE OF TECHNOLOGY KANPUR
ACADEMIC SECTION

No. A(P)/Convo/2013/IITK

June 04, 2013

M K Diwakar
Deputy Registrar, Academic Affairs

NOTIFICATION

I am directed to notify that the Convocation-2013 of the Institute will be held in the Community Hall (Auditorium) on Friday, 5th July at 12:15 hrs. **Shri Pranab Mukherjee, Hon'ble President of India** has kindly consented to be the Chief Guest. A full scale **REHEARSAL** of the function will be held in Auditorium on Thursday the 4th July, 2013 at 14:00 hours. The Senators, who intend to participate in the Academic procession and all Department/Programme Heads, are requested to participate in the rehearsal. The degree recipients are requested to report in the Auditorium at 13:45 hours in order to confirm their participation in the rehearsal at 14:00 hours on 4th July, 2013. The Senators, all Heads and the degree recipients are requested to be present for the rehearsal at 14:00 hours **SHARP**.

In case the graduating students do not participate in the rehearsal I am afraid; it may not be possible for us to entertain requests for inclusion of their name for receiving the degree in person.

The Degree recipients may please ensure that they have obtained and submitted to this office a **NO DUES Certificate** from all Sections concerned. Unless a clearance to this effect is produced, it will not be possible to allow them to receive the degree in person.

The **Convocation Gowns** (along with the **Invitation Cards**) will be made to the graduating students available free of charge. However, there is a nominal **refundable deposit (Rs.1000/- only)** needed for the same.

DISTRIBUTION OF GOWNS TO THE STUDENTS

Venue: L-7, Date: 03 / 07 / 2013, Time: 14:30 hours to 19:00 hours and

Venue: L-7, Date: 04 / 07 / 2013, Time: 07:30 hours to 09:30 hours

COLLECTION OF GOWNS FROM THE STUDENTS

Venue: L-7, Date: 05/07/2013, Time: From 18:00 hours to 21:00 hrs. and

Venue: L-7, Date: 06/07/2013, Time: up to 9:30 hrs only.

All the graduating students are requested to make sure that they return back the gowns within the time frame mentioned above failing which the refundable money deposited by them will be forfeited and no further correspondence will be entertained by the DOAA office.

The gowns will be issued to the Senators and Heads on July 5, 2013 at 10:30 hours in the green room of the auditorium.

(M K Diwakar)

CC:

1. Director
2. Dy. Director
3. DOSA, DORA, DOFA, DORD
4. All Heads of Department / Programme
5. Actg. Registrar
6. Chairman, SPGC/SUGC/SSPC
7. Dr. Satyaki Roy, Convener, Audio System
8. In-charge, LHC , to make L-7 available for distribution/collection of the gowns on July 4, 5 & 6, 2013 AND to make L-16 and L-17 available for web cast of the convocation on July 5, 2013.
9. Notice Boards of all Halls of Residences
10. Assistant Registrar (Academic Affairs) to coordinate with the Gown supplier.
11. All Members of Convocation Committee / Sub-committees
12. President Student Gymkhana
13. All Notice Boards and DOAA office' staff members for information.