



JAYA GROUP OF INSTITUTIONS

CTH Road, Thiruninravur, Chennai - 602024.
Phone : +91 44 26390982 Mail:info@jec.ac.in
www.jayagc.org

Your Success is Our Service

REGISTRATION FORM

From,

Dear Sir,

I acknowledge the receipt of the intimation of the Graduation Day function. I am interested to attend the function in person. Cash or Demand Draft of NO.....DATED.....DRAWN from the bank.....for RS 300/- towards registration form is send herewith. I request you to register my name

Thanking you.

Yours truly,

Signature and Name in Block Letters

Branch/Batch.....



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INSTRUCTIONS TO GRADUANDS

1. The Alumni Registration fee for Rs.300/- should be paid by D.D/Cash on or before 18-07-2017. Only for registered graduands degree will be awarded on 23-07-2017
2. Graduands and their parents should be seated in their respective places before 2:00 pm (should bring the visitor pass for entry to the auditorium)
3. **NO GRADUAND WILL BE ALLOWED TO ENTER THE GRADUATION HALL AFTER 2.30 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 received the degree the Graduands 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 23-07-2017 for hiring Graduation robes
11. Graduation photo Rs 100/- to be paid while 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 should not move until the programmes end. We expect your kind cooperation.