

Instruction to the alumni's attending 6th CONVOCATION on 6th December 2009.

A. Registration:

1. If you have not made payments for the convocation,
 - a. Please download application form from the university web site www.siu.edu.in and submit duly filled application form along with demand draft for the requisite amount

B. Transport:

2. Reach University Campus before 09.30 am
 - a. Conveyance is arranged from SIMS Kirkee Campus to University campus Lavale. Please make yourself available at the right time to avail the service.

Transport timings: 07.45 am to 08.30 am

Please avail the transport facility instead of bringing your own vehicle to avoid parking problems at the campus. In case if you bring your vehicle please park your vehicle at the Symbiosis Institute of Technology (SIT), parking area at Lavale and take a Campus Mini bus service to reach University campus.

C. At University Campus

- Immediately after reaching University Campus at Lavale, Please proceed towards the Academic Block - collect your gowns from the class rooms allotted for the purpose. **Click here for Schedule** (Check the details of class room allotment on the notice board also)
- Following stalls are available in the academic block
 - **Visit Symbiosis SOUVENIR Stall to Purchase items on payment or order items through VPP.**
 - **Food stalls are available for the refreshments/lunch on payment.**
- Reach the convocation venue after putting the gown before 11.15 am.
- **All gold medal awardees are to assemble near SIU office for the official photograph with Chief Guest by 10.00 am.**
- After convocation, Collect your certificates after depositing the gowns at the respective classrooms between 3.00 pm to 4.00 pm
- Please check the changes in the Bus timings if any, for departure from the campus notice boards (displayed near Academic Block)
Timings for departure: 4.00 pm to 05.30 pm.

Important note:

1. In case of medical emergency : Please contact the Emergency services available at Academic Block, SCHC near sports complex and near Convocation Venue

D. Instructions during Convocation ceremony

- Be seated in the Pandal by 11.30 am
- When procession enters the Pandal please rise and be seated after the chief Guest takes seat on the dais.
- At the time of conferment of the Degrees, Diplomas, alumni's of the respective faculty's please rise. And after conferment please be seated silently.
- At the time of reading exhortation by Hon'ble Chancellor, please rise.
- Only after the departure of the Chief Guest leave the Pandal.

(Above mentioned timings are subject to change)