

# CHETTINAD COLLEGE OF ENGINEERING & TECHNOLOGY

14<sup>th</sup> GRADUATION DAY – 06.12.2025

## INSTRUCTIONS TO THE GRADUANDS & INVITEES

1. All graduands are required to **register for the Graduation Day by paying ₹200** (towards registration and photo charges) through the **specified UPI ID** ([kvbupiqr.99188@kvb](mailto:kvbupiqr.99188@kvb)) and enter the corresponding **transaction ID** in the **online registration form**. (<https://www.chettinadtech.ac.in/intranet/Graduation>)
2. Bring **₹250 as advance for the robe** (₹200 will be refunded upon safe return of robes).
3. **Graduation robes** will be provided on campus. Please return them safely after the function.
4. Every graduand will be provided with a **pre-allotted seat** arranged in **register-number order**. Please locate and occupy your seat **at least 45 minutes before** the commencement of the programme. Do not change your seat under any circumstance, as it will disrupt the arrangement. Graduands are also expected **not to leave the hall** until the end of the programme.
5. Graduands and invitees are requested to be seated by **09.45 a.m.** for the **rehearsal**.
6. Graduands arriving **after 09.45 a.m.** will **not be permitted** to participate in the function. This rule will be **strictly enforced** to ensure smooth conduct of the programme.
7. Only **pre-registered candidates** who have attended the **rehearsal** will be allowed to participate in the graduation ceremony.
8. Each graduand's **accompanying member (parent)** will be seated only in the **designated seat** allotted to them.
9. The number of persons accompanying each graduate is **restricted to two** only.
10. Graduands and invitees are **requested not to bring children** to the venue.
11. **Use of mobile phones** inside the venue is **strictly prohibited**.
12. **Silence must be maintained** throughout the solemn ceremony.
13. All graduands and invitees must **stand** when the **Academic Procession** enters the hall and remain silent until all members have taken their seats.
14. Graduands should take the **pledge audibly** after initiation by the Principal.
15. Only **approved photographers** will be permitted to take photographs during the ceremony.
16. At the end of the ceremony, all are requested to **remain standing** in their places until the Academic Procession leaves the hall.
17. **Lunch will be provided** to all registered graduands and invitees.

