

## **Instructions & seating plan for the 15<sup>th</sup> Convocation ceremony of NIT Raipur (28.02.2025)**

### **For Degree Recipients**

- 1. Kindly reach the venue by 09.00 am.**
- 2. Kindly take your allotted seats. Ensure that you are seated as per your roll numbers.**
- 3. Medallists must take the seats designated separately for them. After receiving the medals, Medallists must go back to the designated seats only and at the time of award of degree they must join their departmental line as per their roll numbers.**
- 4. All degree recipients must remain in the ceremony till the end and must ensure their presence at the time of Oath taking ceremony.**
- 5. Please do not clap during the award of degrees or medals. Clapping is permitted only during the speeches and during the award of Over-all Institute medal.**
- 6. Do not indulge in conversations and do not make noise. All are requested to kindly maintain the sanctity of the occasion.**

### **For Faculty In-charges:**

- 1. Kindly reach the venue by 8.15 am.**
- 2. Kindly ensure that the degree recipients are seated as per the citation, as their degrees are arranged accordingly.**
- 3. Seats allotted are shown in the next page. In case, faculty in-charges do not find vacant seat for them with the students, then they must occupy the vacant seats as shown in the allocation. Vacant seats for this purpose could be opted from A61-71, B64-69, C67-72, and G91-114.**
- 4. However, the faculty in-charges must ensure that they accompany the students of their respective departments (arranged as per the citation) to the dais and hand them over to the committee member positioned there.**
- 5. Ensure that degree recipients do not leave the ceremony without taking OATH.**

# CORRECTED PLAN FOR SEATING ARRANGEMENT OF DDU AUDITORIUM HALL

