

# **THE TAMIL NADU DR.M.G.R MEDICAL UNIVERSITY, CHENNAI-32.**

## **XXXII - CONVOCATION - 2020**

### **INSTRUCTIONS TO “IN PERSON / MEDAL” CANDIDATES**

**The convocation is a Solemn Occasion which ought to be conducted with the fullest sense of discipline, dignity and decorum.**

- 1.** The name of the candidates under the category of “In Person” and “Medal candidates” are to be present at the '**Silver Jubilee Auditorium , The Tamil Nadu Dr. M.G.R Medical University, Guindy, Chennai- 600 032**' on 05.03.2020 (Thursday) at 8.00 A.M
- 2.** The Admit card can be downloaded from the University Website.
- 3.** Candidates without ADMIT CARD will not be allowed inside the Auditorium. The Admit Card **will not be issued** at the Venue. No Candidate will be allowed to enter the auditorium after **9.00 A.M.** Convocation Ceremony will start at **11.00 A.M.**
- 4.** Candidates have to produce any one of the following documents along with Admit Card for the purpose of Identification.
  - Original Mark Statement / Provisional Certificate issued by this University (or) Council Registration Certificate.
- 5.** Candidates attending the Convocation must be properly & decently attired. **The male candidates shall wear formal dress. The lady candidates shall wear saree and hair should be groomed properly.** Candidates not following the prescribed Dress protocol **WILL NOT BE ADMITTED** to the **Convocation.**
- 6.** Candidates should not bring children and guests inside the Auditorium.
- 7.** Eatables, Water Bottles, Cigarettes, Matchbox, Lighters, Handbags, Briefcases, Mobile Phones, Cameras, Smart Phones, IPods, Note Pads, Weapons and Electronic Gadgets will not be allowed inside the Auditorium.
- 8.** All the Medal candidates will be allowed to receive Medal and Certificate of Honour “In Person” at the Convocation. The Degree Certificate of the Medal candidate will however be awarded either “In Person” or “In Absentia” according to their original application as already approved by the parent Institution.

## **HIRING CHARGES FOR CONVOCATION ROBES :**

9. The candidates are hereby requested to remit the below mentioned hiring charges for Convocation robes hiring through payment gateway system through online which is available at homepage of the University web-site. [www.tnmgrmu.ac.in](http://www.tnmgrmu.ac.in). under the head of “on-line remittance system” payment gateway for students and select “47. Convocation Robe hiring charges” and then pay the hiring charges before **12.00 Midnight on 02.03.2020**.

D.Sc / Ph.D.,	-	Rs. 2000/-
P.G. Degree / Diploma-		Rs. 1500/-
U.G. Medal Candidate-		Rs. 1000/-

Further, also requested to **pay cash of R.300/- in addition to on-line charges as hiring fee which is a refundable deposit for receiving the robes at the venue and strictly instructed to submit the copy of the remittance receipt starting with “MG...” along with photo ID proof for receiving their Convocation robes on the occasion of the Convocation to be held on 05.03.2020 at the Convocation venue, from 7.00 A.M. onwards. After the Convocation is over the robes have to be returned and the deposit amount of Rs. 300/- will be refunded.**

10. **The hiring charges once remitted by the candidate will not be refunded under any circumstances.**
11. **If the “In Person” Candidates have not attended the Convocation, those candidates will have to pay the penal fee for obtaining their Degree Certificate from the University as per the existing rules.**

## **II. INSIDE THE HALL**

1. Candidates should **REMAIN STANDING** when the Academic procession enter the Hall and remain standing till the Members of the procession are seated.
2. Every candidate shall wear the robes for his / her degree and shall occupy the seat allotted to him/her in the Auditorium.
3. **As the names of Recipients of Medals, Degree Certificates are called, they shall one after the other, ascend the dais by the steps on the left, proceed to the front of the Chancellor, obtain the Degree and descend the dais by the steps on the right and resume their seats.**

4. For other candidates, when the particular Degrees are being presented they shall **STAND** and **REMAIN STANDING** till the Chancellor admit them to their Degree.
5. **Candidates are specially requested to REMAIN STANDING and to repeat the pledge audibly when the Chancellor reads out the pledge.**
6. After the close of the Convocation, the National Anthem will be played and all the candidates shall **STAND UP** and continue to **REMAIN STANDING** till the Chancellor and others come down from the dais and leave the Auditorium.
7. Candidates are required to maintain **STRICT SILENCE** during the entire programme.

### **III - PHOTOGRAPH:**

The Graduands /Graduates / Medalist can take photos from the official photographer designated by the University for the 32nd Convocation of The Tamil Nadu Dr. M.G.R. Medical University without making any payment at the Convocation venue.

The photos can be downloaded on the same day from 2.00 pm onwards from the website [www.sarithastudios.com](http://www.sarithastudios.com) after online payment.

The University is NOT responsible for any payment made to any other photographers at the Venue.

Name of the Designated Photographer : Saritha Digital Studio  
Contact Person : Mr. K. Sampath  
Website : [www.sarithastudios.com](http://www.sarithastudios.com)  
Contact Number : +91 9840386637/9444188328  
Email : [sarithaphoto1976@gmail.com](mailto:sarithaphoto1976@gmail.com)

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**REGISTRAR**

THE TAMIL NADU DR.M.G.R. MEDICAL UNIVERSITY,  
CHENNAI-32

32nd CONVOCATION ON 05<sup>th</sup> MARCH 2020

KIND ATTENTION TO THE INVITEES:

- *Invitees are requested to be in their seats by 9.30 a.m.*
- *All present will stand when the academic procession enters the hall and remain standing till members of the procession have taken their seats*
- *When the Convocation is over, all will remain standing in their places till the procession leaves the hall.*
- *Invitees are requested not to bring children with them.*
- *Official Photographers will alone be allowed to take photographs during the ceremony.*

SECURITY INSTRUCTIONS:

- *Eatables, Water Bottles, Cigarettes, Matchbox, Lighters, Handbags, Briefcases, Cameras, Weapons and Electronic Gadgets will not be allowed inside.*

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**REGISTRAR**