

Convocation and Alumni Meet -2018

It is a moment of pride for us to host our 6th Convocation Ceremony on November 10, 2018 at CT Group of Institutes, Shahpur camps, Jalandhar. Convocation of any Institution is a very important and solemn occasion. All Concerned are therefore requested to maintain proper decorum in keeping the dignity of the occasion.

The Convocation of CT Group of Institutes will be held on Saturday, November 10, 2018 at 09:00 AM onwards, **Venue:** Sardarni Manjit Kaur Auditorium, Shahpur Campus.

All the Students who passed out in Batch-2015, 2016, 2017 and 2018 will be eligible to attend the convocation.

Following are some of the guidelines/instructions in this regard:

1. Response Form & Accompanying Persons:

You are requested to confirm your participation and details of accompanying persons in the convocation ceremony by filling up the online form available on the Convocation page of the Institute website (www.ctgroup.co.in), not later than October 30, 2018. The maximum number of guests/parents/family members are allowed to attend the convocation per graduand will be limited to two. In case, you are not able to attend the Convocation in person, and would like to receive degree in absentia, your Parent/Guardian can receive your degree after producing authority letter from the student with valid identity proof (proof with photograph i.e., Aadhaar card or Pan Card etc.).

2. Registration and Help Desk:

A registration/help desk will remain functional on: November 10, 2018 from 07:00 AM to 08:00 AM near the venue (Sardarni Manjit Kaur Auditorium) of the Convocation.

3. Accommodation:

Based on availability, accommodation in the Institute Campus may be made available on 'First Come First Serve' basis, with nominal charges. You can send your request to head.dsa@ctgroup.in.

4. Dress Rehearsal:

Please make your travel plans such that you are in CT Campus Shahpur prior to the Dress Rehearsal (at Convocation Venue) 08:00 AM to 09:30 AM on November 10, 2018. Attending of rehearsal will be mandatory; otherwise they will not be allowed to attend the Convocation ceremony.

5. Alumni Meet:

An Alumni Meet and Alumni Lunch is also planned on November 10, 2018 at 02:00 PM to 04:00 PM at CT Shahpur Campus to give you an opportunity to meet with your graduating colleagues and to celebrate the occasion together in an informal sitting. Please do plan to attend this function also.

Kindly Note that Alumni meet for the alumni of Maqusdan Campus is scheduled on November 09, 2018 at 04:00 PM in the premises of Maqusdan Campus.

6. Caution deposit:

A caution deposit of Rs. 500/- need to be paid. The deposited amount will be eligible for refund. Rs. 150/- the amount of gown rent will be deducted from the caution deposited.

7. Convocation Gown:

A convocation gown will be issued to you at registration desk on November 10, 2018 during 07:00 to 08:30 AM only. Convocation gown will be collected back after Convocation Program at Registration Desk-1. However, there will be another Desk-2, if you want to take away your gown.

8. Transportation:

Bus services to attend Convocation and Alumni Meet on November 10, 2018 will be available at 06:30 AM, from Jalandhar Bus Stand and Jalandhar City railway station to CT Shahpur campus.

Important Contacts:

1. In case of any queries, feel free to contact Mr. Amandeep Singh, Head (Student Affairs) at 8146408668 and Mr. Amandeep Singh Bansal (HOD, ME) at 9876689656.

Note:

1. On 10.11.2018 after the start of Convocation, nobody will be allowed to leave the Convocation hall.
2. Complete silence is to be observed during the entire proceeding

Detailed Programme of 6th Convocation

(Programme for Saturday 10, 2018 from 7:00 Hrs. to 4:30 Hrs.)

Venue: Sardarni Manjit kaur Auditorium, Shahpur Campus.

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| 1. Reporting /Registration for convocation | - | 07.00 am |
| 2. Collection of Gowns | - | 07.00 am-08.00 am |
| 3. Rehearsal for Convocation | - | 08.00 am -09.30 am |
| 4. Seating for convocation will be Closed | - | 09.40 am |
| 5. Academic procession to enter the Venue | - | 10.00 am -10.10 am |
| 6. Shabad | - | 10.10 am -10.20 am |
| 7. Lighting of the lamp | - | 10.20 am -10.25 am |
| 8. Bouquet presentation | - | 10.25 am -10.35 am |
| 9. Welcome address and Presentation
of Annual Report by Campus Director,
CT group of Institutions | - | 10.35 am -10.45 pm |
| 10. Declaring the convocation open by
Hon,ble Chairman | - | 10.45 pm -10.47 pm |
| 11. Conferment of degrees | - | 10.47 pm -12.00 pm |
| 12. Honoring the Chief Guest | - | 12.00pm -12.05 pm |
| 13. Convocation address by chief Guest | - | 12.05 pm -12.20 pm |
| 14. Vote of thanks & Declaring the convocation closed
by Hon,ble Chairman, CT Group of Institutions | - | 12.20 pm -12.25 pm |
| 15. National Anthem | - | 12.25 pm -12.27 pm |
| 16. Academic procession leaves the venue | - | 12.30 pm -12.40 pm |
| 17. Lunch | - | 1.00 pm – 2.00pm |
| 18. Alumina Meet | - | 2.00pm – 4.00pm |