



**DHANRAJ BAID JAIN COLLEGE(AUTONOMOUS), CHENNAI-97.**  
**Graduation Day – 3<sup>rd</sup> SEPTEMBER 2025, Reporting Time: 8.00 a.m.**  
**Chief Guest: SHRI. HANS RAJ VERMA IAS (Retired)**  
**Director General of COSIDICI and Chairman of ITCOT.**

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**INSTRUCTIONS TO GRADUANDS:-**

1. Registration Starts at 8.00 a.m. and Closes at 09.30 a.m.
2. Students are requested to be seated by 9.30 a.m.
3. MOBILE PHONES, CAMERAS, I-PADS OR ANY OTHER ELECTRONIC GADGETS ARE STRICTLY BANNED INSIDE THE AUDITORIUM.
4. Fill up the Alumni data form at the Registration counter.
5. The official Photographer will cover the entire Programme. The students can place their order with the official Photographer on payment.
6. Collect the robes from the robe counter and return it after the graduation ceremony [Total amount of Rs.660/- to be paid by cash.] The caution deposit of Rs.500/- will be returned after the convocation].
7. Wear the robes while entering the Auditorium and report to the Seating committee. The staff members in the committee will allot the seat.
8. **Dress Code:-** Only formals allowed (Black color dress is not permitted) for Gents and Ladies.
9. Those wearing Jeans, T-shirts, Sleeveless dresses, leggings will not be permitted on the stage. Late comers will not be permitted to attend the graduation day on any account.
10. Children below 12 years will not be permitted into the auditorium.
11. When the procession enters the Auditorium, all the candidates and the invitees shall rise and remain standing until all the dignitaries on the dais have taken their seats.
12. The graduation day is a solemn ceremony. Therefore, **ABSOLUTE SILENCE** has to be maintained throughout the function.
13. You shall rise for Invocation and stand until 'Invocation' is over.
14. No whistling, shouting, clapping is permitted inside the auditorium.
15. Do not talk or murmur inside the auditorium.
16. When the Degrees are awarded, the candidate shall receive the certificate very politely from the chief guest and get back to their seats immediately.
17. When all the candidates have been awarded degree, the Principal will administer the pledge. The graduates should stand and repeat the pledge (standing).
18. Immediately after the dissolution of the graduation ceremony, rise for National Anthem.
19. Remain standing till the procession leaves the hall.
20. **No one is permitted to leave the auditorium, till all the VVIP'S leave the venue.**
21. **Absentees** can collect their Degree certificates from the Office of the COE, from 15.09.2025 to 19.09.2025 between 10 a.m. and 1 p.m., on producing their ID cards.

*We look forward to your presence.*

*S. Kumar*  
**Controller of Examinations**

Controller of Examinations  
D.B. Jain College (Autonomous)  
Thorapakkam  
Chennai-97.

*Mmm*  
*18.8.25*

*C. N. S.*  
**Principal**

Principal  
D.B. Jain College (Autonomous)  
Thorapakkam  
Chennai-97.