

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

Rajiv Gandhi Salai, Taramani, Chennai – 600 113

Dated: 17.07.2018

Dear Graduating Student,

Sub: Convocation 2018

I am extremely glad to inform you that the Convocation for the students graduated from NIFT, Chennai centre will be held on **Friday, 10th August 2018 at NIFT, Chennai Campus at 4.00 p.m.** I am sure this will be a joyous occasion for you to receive your degree in Convocation 2018 at Chennai campus itself. All the students to be seated in their designated seats at 3.00 p.m. and “No student is allowed inside the auditorium afterwards. In case if you are pre occupied on the day of Convocation, you can receive the degree “in absentia”. You may send your application for Convocation 2018 in Form ‘A’ & Form ‘B’ and mail on **convocation.niftchennai@gmail.com** latest by 7th August 2018. The list of registered students for attending the Convocation 2018 will be displayed on NIFT, Chennai website www.nift.ac.in/chennai on 8th August 2018. In case, your name is not reflected in the attendee list despite your registration may contact through **email: convocation.niftchennai@gmail.com or Phone no. 044-2254 2755 / 59.** Please note that no request will be accepted after the stipulated date. Admission to the Convocation will be subject to:

- a) Registration by due date (by 7th August 2018 in Form ‘A’)
- b) Clearing all the outstanding dues if any at NIFT, Chennai. In case you have not submitted the “No Dues Certificate” earlier you should submit the “No Dues Certificate” latest by 31.07.2018.

The formal Convocation stole (Angavastram) which you need to wear while receiving the Degree will be available at the Institute. The issue of stole will start at 11:00 a.m. sharp on the day of Convocation by the officials of concerned department. Keeping in view, the formal nature of the function, NIFT Convocation has traditionally followed the dress code of “**off-white/ beige in traditional / indo western**” which you should follow while attending the ceremony.

Looking forward to seeing you at the Convocation and with best wishes for a bright future as a NIFT alumnus.

Regards,

Prof. Dr. Anitha Manohar
Director

NIFT CONVOCATION 2018

FORM A

(To be sent by the student on convocation.niftchennai@gmail.com only)

Sub.: Application for receiving Degree in person/ in absentia in the Annual Convocation 2018

With reference to the letter dated 17.07.2018,

- (i) I shall attend the Convocation 2018 and adhere to the schedule given to receive my Degree in person*.

(OR)

- (ii) I will not be able to attend the Convocation 2018 and therefore, request that I may be issued the Degree in absentia*.

(* **Please strike whichever is not applicable**)

(If you are not attending the Convocation and to receive the Degree certificate by registered post, a DD of Rs. 750/- in favour of NIFT, Chennai payable at Chennai from any Nationalized Bank. The DD along with request letter shall be sent to the address mentioned above).

Dated:

Name of the Student:

NIFT Centre:

Discipline:

Address:

.....

.....Pincode:.....

Telephone No:..... Mobile No:.....

Email Address:

Signature of the Student

NIFT CONVOCATION 2018

FORM B

(To be sent by the student on *convocation.niftchennai@gmail.com* only)

Sub.: Details of the accompanying person for the Annual Convocation 2018.

With reference to the letter dated 17.07.2018, the following members from my family will be accompanying for the Convocation 2018 (maximum of 2 persons).

Sl. No.	Name of the accompanying person (s)	Relationship to the student
1		
2		

Signature of the Student

Name:

Discipline:

GENERAL INSTRUCTIONS

1.	All the Graduating students who would like to receive their Degree in person in the Convocation should reach the venue as per the schedule given above failing which they will not be allowed to enter the venue and receive his/ her degree in person. No relaxation will be allowed under any circumstances.
2.	Each recipient of degree may bring their family members (2 members only) provided the request is made in form 'B' in advance by 07.08.2018.
3.	Notwithstanding the above for reasons beyond control, if the date of Convocation needs to be changed, the announcement will be made in leading newspapers.
4.	Brief cases/Handbags/Ladies Purses/Mobile phones/Cameras/ Pagers/Helmet/ Eatables/ Drinks etc. will not be allowed in the Convocation venue due to security reasons.
Note	Since the convocation ceremony is a high profile event the programme schedule will be strictly adhered to.

* The timing of the convocation is subject to change and will be intimated through email.