

CONVOCATION 2023

The Convocation for the year 2023 is scheduled to be held on 09.09.2023 at 11.00 A.M at EZCC Auditorium, Salt Lake, Kolkata. Graduating students of the class 2023 are requested to note the following:

1. Student registration which is mandatory will be held on 08.09.2023 [Friday], the day before the Convocation. The students should be present in the NIFT Kolkata Campus sharp 9:00 AM for registration process. They need to mandatorily participate and attend the 'Rehearsal' on 08.09.2023.
2. The students are requested to complete the procedure of "No Dues" well ahead of the registration. No registration for Convocation will be allowed without completion of this process.
3. No degree will be awarded on 09.09.2023 to the students without registration and 'Rehearsal' on 08.09.2023.
4. Students to wear off white/ ecru/ beige Indian formal clothing for the Convocation ceremony.
5. Convocation ceremonies are usually long affairs. Please try to be alert and mindful during the programme especially when the speakers are talking.
6. All graduating students should be present in the venue throughout the full ceremony as per the official programme.
7. Students are advised to use a sling bag to carry their belongings like mobile, money purse etc.
8. All graduating students should be present in the Auditorium at least 1 hour before the commencement of the Convocation ceremony.
9. Pending Grade sheets (If any) in Original (from Semester-I to VIII) will be handed over to the students only during their registration on 08.09.2023 after completing all required formalities.
10. A grand lunch together with all Students, Faculty members and Staff is planned on 08.09.2023 in the Campus.
11. 02 Parents / Guardians per student are allowed to witness the Convocation Ceremony at EZCC, Salt Lake on 09.09.2023 from the visitors' gallery.
12. Students are advised not to book return journey on the same date.
13. Participation in Convocation 2023 is permitted by Invitation only.
14. Student Protocol is attached for compliance.

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY
H.O., HAUZ KHAS, NEW DELHI**

CONVOCATION PROTOCOL

The Institute Convocation is an important academic event and hence it is required to follow the mandated protocols set for the event. The guidelines for organising Convocation by the NIFT campuses are as follows:

A) For Students

1. Graduates shall make travel and stay arrangement on their own.
2. Graduates will be required to bring one photo ID proof (Passport, Voter I-card, Aadhaar card, Driving License, PAN card etc.) for registration and entry into the convocation hall.
3. Graduating students will be informed by their respective campuses if their family members accompany them, shall be allowed maximum of two accompanying family members/guests at the convocation ceremony. Children below 12 years are not allowed inside the auditorium.
4. No person shall be allowed to attend the Convocation as a representative of the graduate, if he/she abstains from attending the Convocation.
5. During the initiation of the ceremony when the procession enters the Hall, the graduates and the audience shall stand and remain standing until the members of the procession have taken their seats.
6. Graduate must sit only at the allotted seat in the convocation hall. During the function graduates shall move out of their seats only when their name is called for receiving the award/degree. On being called for receiving the degree certificate, the awardee should walk to the dais from one end in a dignified and orderly fashion in sequence of their names and after receiving the certificate come back to his/allocated allotted seat from the other end of the dais in an orderly sequential fashion, or as directed by the campus authority during the rehearsals.
7. Audience will keep sitting in their seats and shall not leave the hall before the completion of the ceremony. They should move from their seats only after the Chief Guest and Guest of Honour depart and leaves the hall.
8. The guests and family members of the graduate, official invitees and media persons shall occupy their seats only in the prescribed area.
9. Seats shall be occupied by the graduates and their accompanying guests/family members ONE HOUR before the start of function.

10. It is mandatory for all Graduates to attend the rehearsal so as to understand the convocation protocol. Procedures such as the protocol of degree receipt from the dignitaries, order in which the graduates movement shall happen around the stage, etc. will all be clarified during the rehearsal. Any miss would only alter the highly sequenced process which should happen without any announcements during the convocation and would lead to confusion with the degree stack. Hence it is requested that all enrolled graduates attend the rehearsal. Graduates not present at the rehearsal run the risk of not being admitted at the Convocation.
11. Graduates must come to the venue wearing the specified Indian attire/dress which is as under:
White/cream/ecru-coloured 'kurta' and white/cream coloured 'pyjama' with black/brown shoes or sandals
OR
White/cream/ecru-coloured sarees with any colour border or white/cream/ecru coloured 'kameej' with white/cream/ecru coloured 'salwar', chudidar/pajamas white/cream coloured 'dupatta' with black/brown shoes or sandals
12. An 'angvastra' stole, shall be issued to the graduates at the time of registration, which they would have to wear around their neck and shoulders.
13. Convocation Ceremony requires complete decorum.
14. No cross talks, photography, movements, loitering inside the auditorium/ amphitheater are allowed during the ceremony.
15. The clapping of hands is the only form of acknowledgement recommended and hence other forms of exclamations e.g. whistling, shouting, making noise, cheering are strictly prohibited.
16. The following items are prohibited during the ceremony: camera, whistles, bottled water or any bottled liquids, balloons, wrapped gifts, weapons, knife, sharp objects, food, alcohol etc.
17. The official photographer shall carry out photography and videography during the ceremony. Photographs can be ordered from the photographer afterwards.
18. The audience present in the Ceremony shall stand up at the following occasions:
 - i) When the academic procession enters the hall and till the members of the procession take their seats
 - ii) Invocation (Saraswati/Ganesh Vandana) and
 - iii) National anthem.
19. Additionally, graduates are required to stand up at the time of administering of the "Oath".

20. During the function mobile phones should be kept switched off.
21. Vehicles shall be parked in assigned parking area only.
22. Graduates who are unable to attend the Convocation must inform the Controller of Examination well in advance. Such candidates will be admitted to the degree in absentia in accordance with the rules prescribed from time to time.
23. In case a graduate does not attend the Convocation, he/she may collect his/her original certificate from the respective Campus Coordinator in person. On request of the graduate, the Degree Certificate will be sent by post after the convocation to his/her mailing address registered with the Institute.
24. Provision for group photo of Graduating students with dignitaries may be done.