

**IMPORTANT: INSTRUCTIONS TO ALUMNI ATTENDING 16TH CONVOCATION OF
SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)**

**Convocation Date: Sunday, December 8, 2019
Convocation Time: 11.00 am -12.15 pm
Reporting Time: Before 09.30 am
Entry inside the pandal: Till 10.00 am
Please carry a Govt. issued Photo Identity**

Dear Alumnus,

Warm Greetings from Symbiosis International (Deemed University)!

Shri. M. Venkaiah Naidu, Hon'ble Vice President of India will be the Chief Guest for the Convocation.

Security protocol associated with the Chief Guest dictates that the following instructions are strictly adhered to. Kindly note them carefully and follow instructions given to you by members of the security team, volunteers and staff who are there to assist you.

Report to Symbiosis International (Deemed University), Lavale Hill Top Campus before 09.30 am. Due to security reasons entry will **not be allowed after 9.30 am**.

Alumni & Parents who have not registered, children below 14 years, late comers & persons without Govt. issued photo ID will not be allowed to enter the convocation pandal.

A. TRANSPORT:

Conveyance is arranged from SIMS Kirkee Campus to University campus, Lavale. Please make yourself available in time to avail the service.

**Transport timings: 6.00 am to 8.45 am
Reach University Campus before 9.30 am**

Please avail the transport facility instead of bringing your own vehicle to avoid parking problems at the Lavale campus. In case you bring your vehicle please park it at the Symbiosis Institute of Technology (SIT) (Foothills), Lavale and take a Campus Shuttle bus service to reach the University campus.

B. AT THE UNIVERSITY CAMPUS:

- **Please note that seating area for parents is separate from the alumni and is on a first come first served basis.**
- Immediately after reaching University Campus at Lavale proceed towards your institute booth located near hostel area to collect your convocation gown, entry pass for you and your parents and lunch coupons for you.
- Refreshments for parents accompanying the alumni will be available at the SSCA Pavement Café and Symbicat refreshment stall as well as in the Mess (Ground Floor) on payment. There would also be an SIU Souvenir Stall where you may purchase items and memorabilia.

- Wear your gown and be seated at your designated area (institute wise) inside the pandal by 10:00 am. Entry to the pandal will be stopped after 10:00 am and no one will be allowed inside the pandal.
- No personal belongings including bag / briefcase / water bottle / electronic gadgets like camera / mobile phones, etc. are allowed inside the pandal. You are requested to make your arrangements for safekeeping of these outside the pandal. **You may utilize the arrangements made at your institute booth for depositing your mobile phone at your own risk. No other item except your mobile phone will be accepted for safekeeping at the institute booth. Any cash/credit cards, licence that you may have can be carried by you inside the pandal.**
- Once you enter the pandal, you will not be allowed to leave the same till the entire event is over and the Chief Guest has left the venue.
- After the convocation, collect your certificates from your institute booth after depositing the gown and cap between 12.30 pm to 2.00 pm. (Students may purchase gown & cap by paying Rs. 800/-. The concerned institute will issue a receipt for such purchases.)
- Timings for departure: 2.00 pm – 4.30 pm

C. DRESS CODE FOR STUDENTS:

Formal dress to be worn at the time of convocation.

- Gentlemen - Trouser, Shirt and Tie
- Ladies – Saree/Salwar Kameez / Trouser and Shirt (**Short dress strictly not permitted**)

Convocation Gowns will not be issued to students not following the dress code. These students will also not be permitted in pandal.

D. INSIDE THE PANDAL:

- Be seated in the pandal by 10.00am.
- When procession enters the pandal please rise & be seated after the Chief Guest takes his seat on the dais.
- Please rise during the announcement by Chancellor about conferment of the Degrees & Diplomas.
- After conferment of degrees please be seated silently.
- **REMEMBER: DO NOT throw your convocation caps in the air at any time (even after the event is over). This is against the protocol of the Chief Guest.**
- Please be seated and maintain silence during the entire proceedings
- Leave the pandal only after the departure of the Chief Guest.

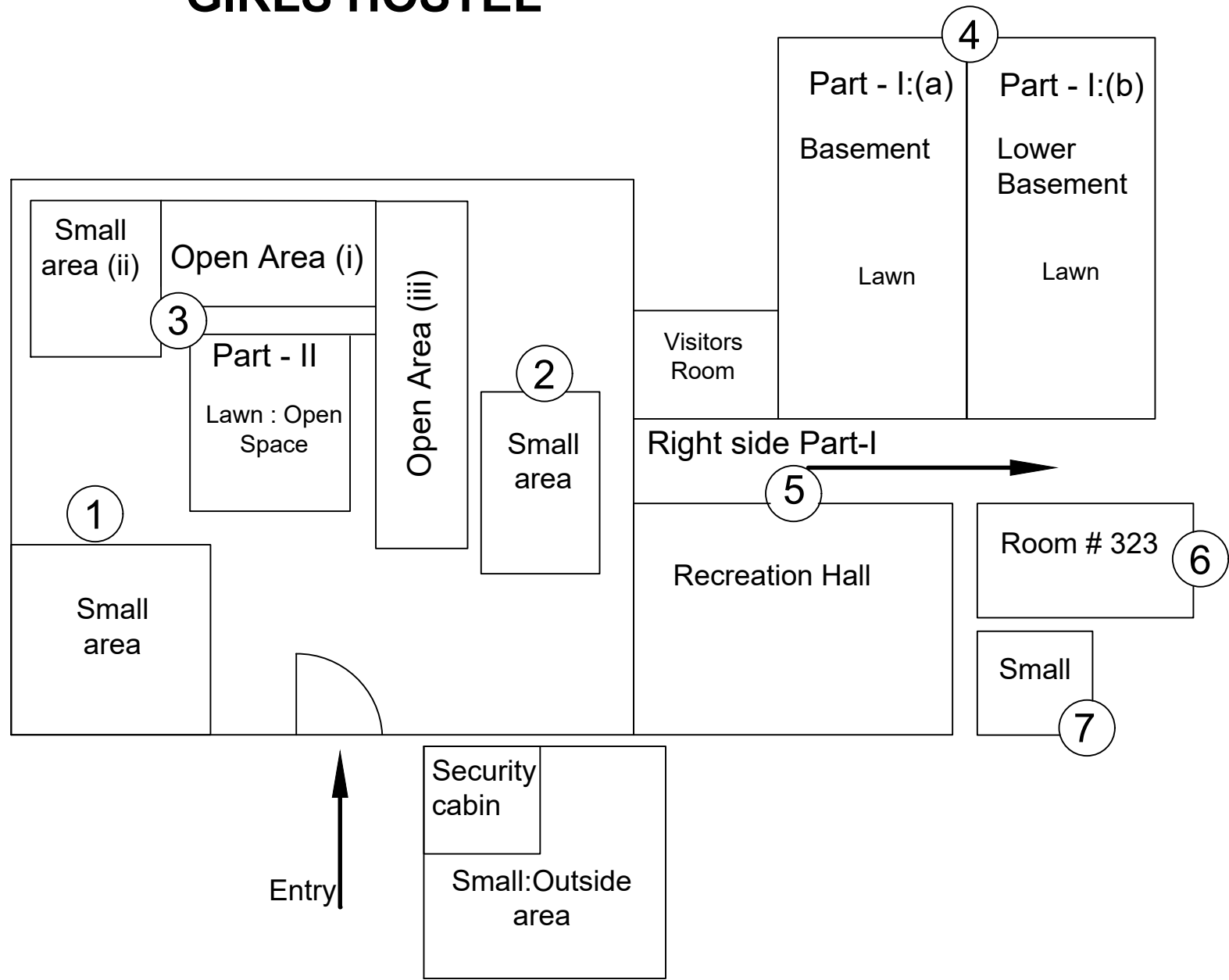
Please note:

Timings, location of institute booths and instructions are subject to change based on inputs received from the Government and Security Agencies. Please check your registered email and SIU Exam Portal regularly for updates.

VENUE FOR GOWN DISTRIBUTION AND COLLECTION CENTRES

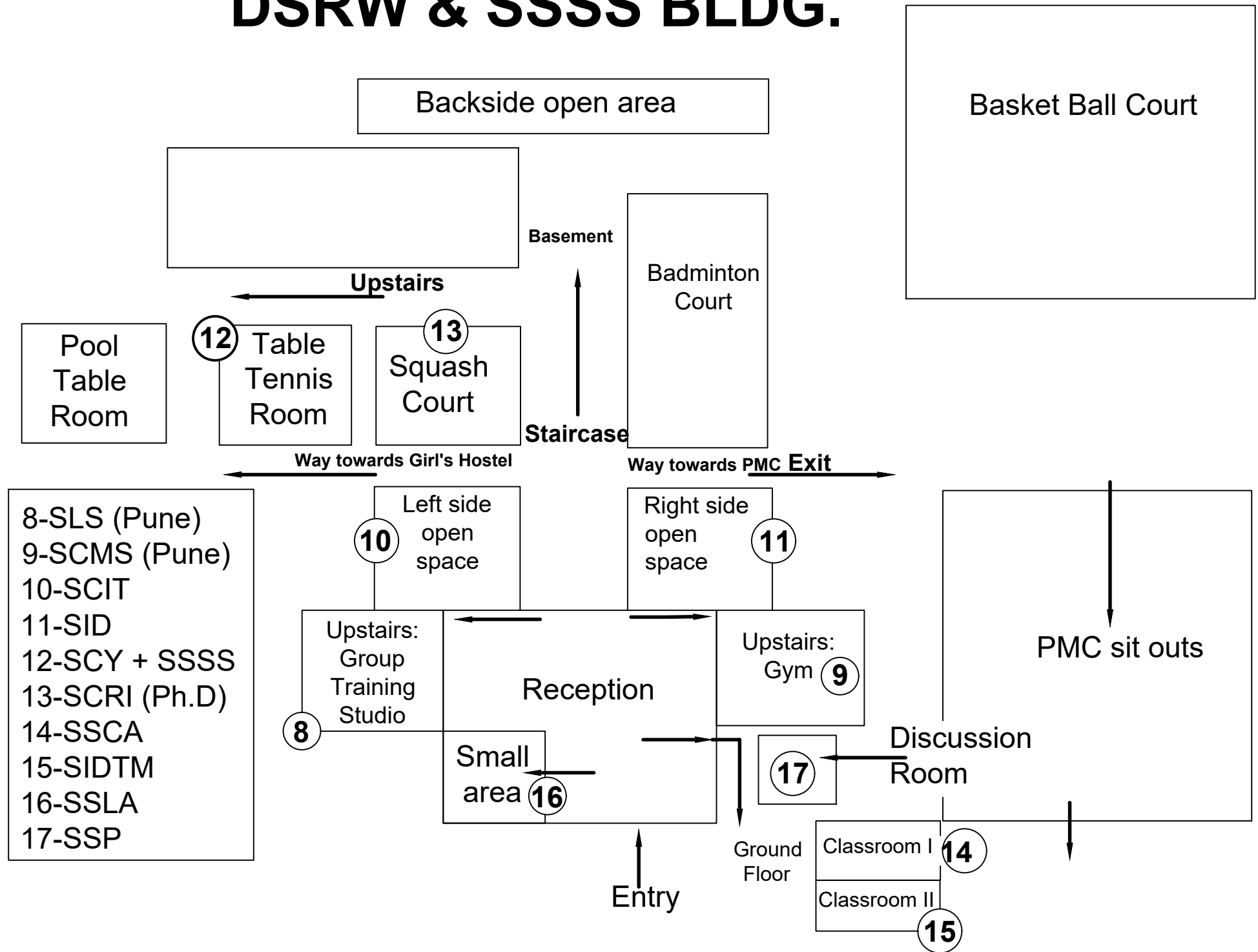
VENUE NO.	INSTITUTE NAME	VENUE FOR DISTRIBUTION OF GOWNS & CERTIFICATE
1	SIBM – HYDERABAD	INSIDE GIRLS HOSTEL
2	SIIB – PUNE	INSIDE GIRLS HOSTEL
3 (i)	SCMS – NOIDA	INSIDE GIRLS HOSTEL - OPEN AREA
3 (ii)	SLS – HYDERABAD	INSIDE GIRLS HOSTEL – OPEN AREA
3 (iii)	SLS – NOIDA	INSIDE GIRLS HOSTEL - OPEN AREA
4 - Part - I : (a)	SIMC – PUNE	INSIDE GIRLS HOSTEL - BASEMENT
4 - Part - I : (b)	SIG – PUNE	INSIDE GIRLS HOSTEL - LOWER BASEMENT
5	SIBM – BENGALURU	INSIDE GIRLS HOSTEL - RECREATION HALL
6	SIOM – NASHIK	INSIDE GIRLS HOSTEL - ROOM NO. 323
7	SSMC – BENGALURU	INSIDE GIRLS HOSTEL – ADJACENT TO RECREATION HALL
8	SLS – PUNE	GROUP TRAINING STUDIO – 1 ST FLOOR DSRW & SSSS BLDG.
9	SCMS - PUNE	GYM HALL – 1 ST FLOOR DSRW & SSSS BLDG.
10	SCIT - PUNE	OPEN SPACE BEHIND RECEPTION - DSRW & SSSS BLDG.
11	SID – PUNE	OPEN SPACE BEHIND RECEPTION - DSRW & SSSS BLDG.
12	SCY – PUNE	TABLE TENNIS ROOM - DSRW & SSSS BLDG.
12	SSSS – PUNE	TABLE TENNIS ROOM - DSRW & SSSS BLDG.
13	SIU - Ph.D.	SQUASH COURT - DSRW & SSSS BLDG.
14	SSCA – PUNE	CLASSROOM NO.- I (SSSS)
15	SIDTM - PUNE	CLASSROOM NO.- II (SSSS)
16	SSLA – PUNE	INSIDE DSRW & SSSS BLDG. – NEAR RECEPTION
17	SSP – PUNE	DISCUSSION ROOM – SSSS
18	SSBF – PUNE	INSIDE BOYS HOSTEL - LEFT SIDE OPEN SPACE
18	SSIS – PUNE	INSIDE BOYS HOSTEL - LEFT SIDE OPEN SPACE
19	SICSR – PUNE	INSIDE BOYS HOSTEL - RIGHT SIDE OPEN SPACE
20	SIHS – PUNE	INSIDE BOYS HOSTEL - RECREATION HALL
21	SCON – PUNE	INSIDE BOYS HOSTEL – BEHIND RECREATION HALL
22	SIBM – PUNE	INSIDE BOYS HOSTEL - BACKSIDE OPEN SPACE
23	SCMC – PUNE	INSIDE BOYS HOSTEL - LEFT SIDE OPEN SPACE
24 (i)	SIT – PUNE	INSIDE BOYS HOSTEL : BASEMENT - PART II
24 (ii)	SSE – PUNE	INSIDE BOYS HOSTEL : BASEMENT - PART II
25	SCMHRD – PUNE	INSIDE BOYS HOSTEL - RIGHT SIDE OPEN SPACE
26	SIMS – PUNE	INSIDE BOYS HOSTEL : BASEMENT - PART I
27	SSBS – PUNE	INSIDE BOYS HOSTEL : BEHIND RECREATION HALL

GIRLS HOSTEL



- 1-SIBM (Hyderabad)
- 2-SIIB
- 3-(i) SCMS (Noida) +
(ii)SLS(Hyderabad) +
(iii)SLS(Noida)
- 4-(a) SIMC + (b) SIG
- 5-SIBM (Bengaluru)
- 6-SIOM (Nashik)
- 7-SSMC (Bengaluru)

DSRW & SSSS BLDG.



BOY'S HOSTEL

- 18- SSIS + SSBF
- 19 - SICSR
- 20 - SIHS
- 21 - SCON
- 22 - SIBM (Pune)
- 23 - SCMC
- 24 - (I) SIT + (II) SSE
- 25 - SCMHRD
- 26 - SIMS
- 27 - SSBS

