

St. Joseph's Degree & PG College

Autonomous-Affiliated to Osmania University

Re-Accredited by NAAC with 'A' Grade

King Koti Road, Hyderabad -29

Convocation-(2017) Guidelines & Rules UG &PG

Date: 16.10.2017

- All the registered Students must report on **October 21st 2017(i.e., on Saturday)** at **3:00PM** at the Convocation Venue: St. Mary's Degree & Pharmacy College Auditorium, Secunderabad (Opp: St. Mary's Church Lane).
- Students who report after **3:00PM** will not be allowed for the Convocation function for organizational reasons.
- Students must come in Formal Dress with White Shirt/Shalwar Camez/Saree.
- All the registered students should collect the Convocation Robe from the respective department in-charge faculty and must return it to the same faculty in-charge immediately after the Convocation.
- As the Convocation is the Formal Academic function the students are requested to be very discipline and organized during the entire programme.
- The students should also note that they will not be allowed to take individual photographs of receiving the certificates. The College has made official arrangements by appointing a photographer for taking the pictures of receiving the Degrees. They can collect the individual photographs later

Faculty In-charges for collecting & handing over

Convocation Robes at the venue

S. No	Group/Section	Convocation Robe Faculty In charges		Contact No of Incharge Faculty
1.	B. Com (General) A	Mr. Krishna	Mr. Vikas	9030070475
2.	B. Com (General) B	Mrs. Y. Geethanjali	Mrs. Srivatsala	7949454590
3.	B. Com (Computers) C	Mrs. Mary Vinaya Sheela	Mrs. Savita Praveen	8008376404
4.	B. Com (Computers) D	Mrs. Sarika Verma	Mrs. Shanti Kiran	9121793923
5.	B. Com (Honors)	Mrs. Sumitra Pujari	Ms. Prashanti	9963433697
6.	B. Com (Professional)	Mrs. Radha	Mrs. Aarati Samala	9866790475

S. No	Group / Section	Convocation Robe Faculty In charges		Contact No of Incharge Faculty
7.	BA (MassCom/JPE)	Mr.Shiva Ganesh	Mr.Vivek.	9573602777
8.	BBA 'A'	Mrs. Molly Chaturvedi	Ms. Jesmy Thomas	9885329881
9.	BBA 'B'	Ms. HarrietJesvina	Ms. LakshmiMadhuri	8019688004
10	B. Sc (MSCs)	Ms. Vijaya Laxmi	Mrs. N. Lakshmi	9908869943
11.	B. Sc (MPCs)	Mr. Sravan Kumar	Mr. Srikanth	8919674127
12.	B. Sc (MECs)	Mr. M.L.N.Rao	Mr. Ashok Kumar	7989717392
13.	B. Sc (NHAEM)	Mr. D.Srinivas Reddy	Ms. Pavani	9440728230
14.	MBA 'A'	Ms.SangyamSwapna	Mrs.DanamTressa	9603734564
15.	MBA 'B'	Mr.Ganesh Ananad	Ms.Smriti	9676578555
16.	MA (MCJ)	Mr.Shiva Ganesh	Mr.Vivek.	9573602777

NOTE:All the students should follow the above guidelines strictly for effective conduct of Convocation function.

Principal