

St. Joseph's Degree & PG College

Autonomous-Affiliated to Osmania University

Re-Accredited by NAAC with 'A' Grade

King Koti Road, Hyderabad -29

Convocation-(2016) Guidelines & Rules UG &PG

Date: 19.10.2016

- All the registered Students must report on **October 22nd(Saturday) at 3:00PM** in the college premises.

Convocation Venue: Bharatiya Vidyabhavans Auditorium, Basheerbagh, Hyd.

- Students who report after **4:00PM** on the day 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 incharge faculty and must return to the same person immediately after the Convocation.
- As the Convocation is the Formal Academic function the students are requested to be very discipline and organized they will not be allowed to talk or whisper 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 incharges and Room Number for collecting Convocation Robes

S. No	Group/Section	Convocation Robe Faculty In charges		Contact No Of Incharge Faculty	Room No (Robe Collection)
1.	B. Com (General) A	Mrs. Y. Geethanjali	Mr. T. Krishna	7416450334	G-10
2.	B. Com (General) B	Mrs. R. Sreelakshmi	Mrs. Radha	9348288666	G-10
3.	B. Com (Computers) C	Mrs. Mary VinayaSheela	Ms. Rohini	8008376404	G-11
4.	B. Com (Computers) D	Mrs. Shanti Kiran	Ms. Rafath	9292159592	G-11
5.	B. Com (Honors)	Mrs. J. N. N. P. Ananthalakshmi	Ms. Srivatsala	9704694939	G-12
6.	B. Com (Professional)	Mrs. S. Aarti	Ms. Sarika Verma	9030089586	G-12

S. No	Group/Section	Convocation Robe Faculty In charges		Contact No Of Incharge Faculty	Room No (Robe Collection)
7.	BA (Mass Com)	Mr. U. Gautham	Mrs. AparnaSathe	9989222959	G-13
8.	BBA	Mr. Ganesh Anand	Mrs. Molly Chaturvedi	9676578555	G-13
9.	B. Sc (MSCs)	Mrs. G. Sunitha	Ms. Vijaya Lakshmi	9849119977	G-14
10	B. Sc (MPCs)	Mr. M. Sravan Kumar	Mrs. P. Madhuri Paul	9059308401	G-14
11.	B. Sc (MECs)	Mr. M. L. N. Rao	Ms. N. Lakshmi	9393005522	G-14
12.	B. Sc (NHAEM)	Mrs. Sailaja	-----	9652036968	G-14
13.	MBA	Mrs. R. Anitha	Mrs. Sangeetha Thakur	9849039824	G – 2A
14.	MA (MCJ)	Mr. U. Gautham	Mrs. AparnaSathe	9989222959	G-13

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

Principal