



SYED AMMAL ENGINEERING COLLEGE, RAMANATHAPURAM

(Approved by the AICTE, New Delhi and Affiliated to Anna University, Chennai)
Established in 1998 - An ISO 9001:2008 Certified Institution
(NBA Accredited UG Courses: CSE, ECE, EEE & MECH)



16th Graduation Day Admit Form

Name :

Branch :

Reg. No :

Present Communication Address :

Present Occupation :

(Note: While sending this form, please attach the Xerox copy of your appointment order of current employer or admission call letter if you are pursuing higher education)

Mobile Number :

Email ID :

Choice of Food : Veg. / Non Veg.

No. of Persons Accompanying the Graduate : -----
(Subject to the maximum of two persons)

Veg.	Non Veg.

Place:

Signature

Date:

()

Mail this form on or before 22.08.2018 to

Prof. Dr. M. Periyasamy

Convener

16th Graduation Day

Syed Ammal Engineering College

Dr.E.M. Abdullah Campus

Ramanathapuram – 623 502

Mobile: **98425 29558, 78688 21984**

Email : **gdaysaec@gmail.com**

----- SEND THIS FORM TO US -----



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General Instructions



1. The graduates who are willing to attend the **16th Graduation Day** are requested to fill up the admit form and mail it immediately on or before **22.08.18** to the address mentioned in the admit form. Do not leave any blank in the admit form.
2. We entertain your confirmation to participate in the programme only by the **post or email**.
3. **We request the graduates to be present in the campus before 9.45 a.m. and get yourself at the registration desk for us knowing that your presence for the ceremony. Those who are coming after 9.45 a.m. will not be allowed to participate in the function. This will be strictly followed to enhance the smooth and efficient conduction of the programme.**
4. **Every Graduate will be provided with a Pre-allotted seat which will be arranged in the alphabetical order, you are requested to find your seat and occupy the same at least 45 minutes before the commencement of the programme. Please do not change your seating position for any reason because that would affect the entire system. More over you are expected not to leave the hall till the end of the programme.**
5. **We earnestly request you to be disciplined and maintain the decorum expected of you and make every one to feel the occasion a solemn one, which every one will cherish for years to come. You are strictly forbidden from using cell phones inside the hall.**
6. The robes (Graduation Day dress) will be provided in the college campus. You are requested to return it safe at the end of the function. **You are requested to bring Rs 200/- to pay advance for getting the Graduation Day Dress. The amount will be refunded after returning the dress safely. Also, you are requested to bring Rs 200/- for getting photograph and DVD of the Graduation Day ceremony, if required.**
7. The number of persons accompanying the graduate is restricted to **two only**. Do not bring children with you. Kindly adhere to this norm.
8. As lunch will be provided for both the graduates as well as the accompanying persons, you are requested to specify correct information in the Graduation Day admit form, the choice of food Veg. / Non Veg. respectively to avoid mess in the mess.
9. Kind co-operation from your side is requested for grand success of the function.
10. For further details please contact:

Prof. Dr. M. Periyasamy

Vice Principal

Convener, 16th Graduation Day

Syed Ammal Engineering College, Ramanathapuram

Phone: **04567 – 304103**

Email: **gdaysaec@gmail.com**

Mobile: **98425 29558**

78688 21984

----- **KEEP THIS FORM WITH YOU** -----