



JSS Mahavidyapeetha

JSS Science and Technology University

JSS Technical Institutions Campus, Mysuru – 570006

Fifth Convocation

20 March 2023 * Monday

Registration of Department wise Counter Numbers

Counter No	Department
1	Biotechnology
2	Civil Engineering
3	Construction Technology and Management
4	Computer Science and Engineering
5	Electrical and Electronics Engineering
6	Electronics and Communication Engineering
7	Electronics and Instrumentation Engineering
8	Environmental Engineering
9	Industrial & Production Engineering
10	Information Science and Engineering
11	Mechanical Engineering
12	Polymer Science and Technology
13	Computer Applications
14	Master of Business Administration
15	Chemistry
16	Mathematics

Dear Sir/Madam,

Sub: Registration of Graduates (Department wise)-reg

1. As you all are aware that, the 5th convocation of JSS STU is scheduled to be held on 20th March 2023 in the SJCE Quadrangle at 4:00 PM.
2. **You are requested to kindly go through the following information regarding the Registration of graduates distribution of stoles and degree certificates (Department wise) for the convocation.**
3. Kindly make arrangements by the department with the help of teaching and non-teaching staff (3+3) to ensure the registration of eligible candidates for the convocation as per the list provided by the office of the CoE.
4. Registration is mandatory to attend the convocation ceremony.
5. Registration starts at 2:00 pm and closes at 3:20 pm on the Convocation Day in the department.
6. All the students shall be directed to report to registration desk arranged in the corridors of the Electrical and Mechanical Engineering Department corridors for registration.
7. The counters shall be commenced at 2.00 pm on the convocation day for which the table and chair arrangements will be made by the reception committee.
8. After the registration the students should be provided stoles designated for UG/PG/Ph.D graduates. The details for distribution counters of stoles will also be uploaded in the website.
9. The graduate students may be directed to convocation venue after the issue of stoles.
10. The graduate students may be informed by the department to attend the photograph session without fail after the high tea.
11. The arrangements may kindly be made to issue the degree certificates after the photo session in the department.
12. The registration of eligible candidates for the convocation shall be as per the list provided by the Office of the CoE. The signature of the candidate may be obtained and same shall be submitted to office of CoE after the event.
13. All the candidates should assemble at SJCE quadrangle and occupy their seats in the allotted space before 3:30 pm.
14. Kindly instruct the graduate students to follow the Convocation dress code
15. Tea /Juice will be arranged for all the registered graduates in Electrical and Mechanical Engineering Department corridors.

All are requested to kindly cooperate.

Sd/-
Reception committee