

INDIAN MARITIME UNIVERSITY  
UTHANDI, CHENNAI-119

Dated: 11.10.2023

**INSTRUCTIONS TO GRADUANDS RECEIVING**  
**DEGREES/DIPLOMAS IN-PERSON AT THE**  
**8<sup>th</sup> CONVOCATION TO BE HELD ON 27.10.2023**

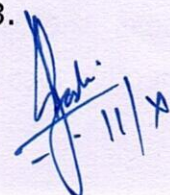
1. The Eighth Convocation of the Indian Maritime University, Chennai will be held at **Headquarters, Indian Maritime University, Head Quarters**, Chennai on Friday, **27.10.2023 at 10.00 am**.
2. The Hon'ble President of India **Smt. Droupadi Murmu** will be the Chief Guest.
3. The instructions for the **Graduands**, attending the Convocation **in-person** to receive their UG Degrees/PG Degrees/PG Diplomas are elaborated in succeeding paragraphs:

**Location**

4. All graduands are to familiarise themselves with the location of the **Headquarters, Indian Maritime University, East Coast Road (ECR), Semmencherry, Chennai – 600 119** prior to departure for the convocation venue. The location can be seen at <https://goo.gl/maps/F7hdwe7ELrx> on google maps. The main gate is located on the East Coast Road near Aavin Milk Booth of Uthandi.

**Registration for Convocation**

5. **The graduands who have registered online for attending the Convocation in-person are to report on 26.10.2023 at Indian Maritime University, Headquarters for physical registration from 1100 hrs to 1600 hrs.** No requests for registration will be entertained thereafter due to security reasons.
6. **The Venue of registration is the "Academic building", (behind the Headquarters building), HQ, Indian Maritime University, East Coast Road, Semmencherry, ECR, Chennai – 600 119.**
7. Candidates who have registered physically at the University on 26.10.2023 will **only** be allowed to attend the 8<sup>th</sup> Convocation on 27.10.2023.

  
- 11/10

8. **Graduands and their guest are to bring a valid Photo ID** (issued by the University/Employer/Government) **for registration and it is an ABSOLUTE MUST.**
9. At the time of registration, the graduands will be issued with a token which needs to be exchanged for the degree certificate while sitting in the Auditorium after the completion of main event on 27.10.2023.
10. Graduands and person accompanying them will also be issued with appropriate badges, booklets, tokens etc.
11. **Further, at the time of registration, the graduands are to collect Angavasthram from the IMU Official.** Graduands will be required to wear the Angavasthram and the Badge before they enter the Hall and during the Convocation on 27.10.2023.
12. Graduands are advised to wear light colour shirts and black colour pants. **T-shirts, Jeans, Chappals or other casual wear are to be avoided.**
13. Those who have not registered online for in-person will **NOT** be allowed to attend the Convocation under any circumstances.
14. It is reiterated that those who have registered as in-person must physically register at the registration counter on 26.10.2023 or else they will not be allowed to attend the Convocation on 27.10.2023.

**Accompanying Person (Only one)**

15. Those graduands who have already **registered online** for the accompanying person (parent or sibling or spouse or close relative) must bring them to the registration counter on 26.10.2023. It should be noted that a graduand can bring along only one person, any additional person(s) will not be allowed.
16. The person accompanying the graduand should also bring a Photo ID or else he/she will not be allowed in.
17. Further, it is to be noted that the accompanying person will be allocated different seat among the audience, EITHER IN THE SAME AUDITORIUM [OR] IN A SEPARATE AUDITORIUM which may be a different place from the actual venue where convocation is taking place. In case of separate Auditorium, persons can witness the graduation ceremony only through video display arranged at respective location and NOT in-person where the graduands are accommodated.


18. Both graduands and person accompanying them, will not be allowed inside the auditorium on 27.10.2023 without completing registration on 26.10.2023.

**Prohibited Item**

19. **Graduands and person accompanying them must note that the following items are strictly prohibited inside the auditorium due to security reasons: luggage, hand bags, water bottles, food packets, mobile phones, tablets, cameras, or any devices.**
20. The university is not making any arrangements for their safe custody and therefore, will not be responsible if any such items are confiscated by the police.

**Day of Convocation (27.10.2023)**

21. The Convocation, as per Form of Procedure, will be held from **1000 hrs to 1100 hrs on 27.10.2023.**
22. The graduands are to be seated inside the Convocation Hall or designated places by 0800 hrs for security reasons.
23. No graduand or the person accompanying [sitting in Main Auditorium] him/her will be allowed to leave the auditorium once they enter the auditorium. They must enter the allotted Hall and be seated in the seats earmarked for them. Graduands will be seated separately from the person accompanying them.
24. **The graduands must observe strict decorum before, during, and after the Convocation. Any instances of indiscipline or misbehaviour will be viewed seriously and lead to immediate ejection from the Hall and other action as per law.**
25. The graduands are to stand up when the Convocation Procession enters the Hall and remain standing till the members of the procession take their seats.
26. **Due to constraints of time, only gold medal winners, will receive their degree-cum-rank certificates and medals from the Chief Guest.** The rest of the graduands are requested to remain in the Hall even after the dignitaries and other invitees leave the Hall. Degree certificates will be handed over to the graduands while they are seated in their allocated seat by IMU official against the collection of token.

  
- 11/10/23

27. All are required to stand up for **National Anthem**.
28. After the Convocation is over, the Graduands (along with other invitees) are to stand up and remain standing till the Convocation Procession leaves the Hall.
29. For the photo session with the Vice Chancellor and the Director/Registrar/COE, the graduands along with their original degree certificates will be required to proceed Campus wise on to the stage as and when called.
30. Please note that each Graduand will have only 5 seconds for the photo with VC/Director/Registrar/COE and the queue has to move swiftly.
31. A copy of these instructions will also be posted on the IMU website <http://www.imu.edu.in> Graduands are requested to periodically visit the website for further instructions if any.
32. Do's and Don'ts for Graduands during the Convocation are attached with these instructions as an Annexure.

  
**Controller of Examinations**