



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA

P.O.- Engineering College, Burla, Dist.- Sambalpur, Odisha, 768018

Phone: +91-663-430211, Fax: +91-663-2430204

www.vssut.ac.in

TWELFTH CONVOCATION- 04th DECEMBER, 2020

IMPORTANT INFORMATION

1. The Ph.D and Gold recipients willing to attend the convocation and receive the certificate in person must submit the **REGISTRATION FORM (Annexure – I)**
2. The University will arrange to supply the academic robe for the occasion at the Convocation site after **verifying your Identity Proof with photograph.**
3. Please note that for operational convenience, **the academic robes will only be issued on payment of REFUNDABLE amount of Rs.500/= (Rupees Five Hundred Only) from 09.00 AM to 03.00 PM on 03th DECEMBER, 2020 only to the Ph.D and Gold Medal recipients in person.** To avoid possible embarrassment to Ph.D and Gold Medal recipients, it is worth mentioning that the request for issue of academic robes will **not** be entertained **after 3.00 PM of 03th DECEMBER, 2020.** Academic robes will not be issued to proxy.
3. **REHEARSAL (COMPULSORY FOR PH.D AND GOLD MEDAL RECIPIENTS):** There will be a rehearsal of the convocation process at **03th DECEMBER, 2020 (THURSDAY)** in the University Auditorium. Only a complete rehearsal shall ensure compliance by all concerned.

It is to inform all the graduands that those who wish to take the degree / medals during convocation need to register in person on 03th DECEMBER, 2020 from 09.00 AM to 03.00 PM and to participate in the rehearsal, failing which they will not be given the degree certificates / medals in the convocation.

5. **DRESS CODE:** The following dress code is to be strictly followed for Degree Awardees on the day of convocation.
 - **Male Students:** Full sleeve, light coloured plain shirt and dark coloured full pant.
 - **Female Students:** Saree of sober colour/decent design of salwar (Dark Colour) Kameez (Light Colour) with Chunni.
6. The Ph.D and Gold Medal recipients are requested to wear proper footwear (shoes) befitting the occasion.
7. The Ph.D and Gold Medal recipients are required to occupy the allotted seats at Sir Viswesaraya Auditorium of the University one hour before the commencement of Convocation i.e. before **10.00 AM on 04th DECEMBER, 2020 positively.**

8. Accommodation will be provided only to the Ph.D and Gold Medal recipients in various Halls of Residence, on request, within the University campus. Kindly note that accompanying persons will have to make their own arrangement.
9. All the candidates are required to follow COVID-19 guidelines issued by Government of Odisha.
10. All Degree recipients except Ph.D. and Gold Medal shall attend the convocation online. The link will be provided in the University website: www.vssut.ac.in
11. The Ph.D and Gold Medal recipients are requested to confirm their participation well in advance in the following email-ID:

deanacd@vssut.ac.in (Prof. S.K Swain)

IMPORTANT CONTACT DETAILS (From 09.00 AM to 05.00 PM on working days only)			
Sl.No.	Name and Designation	Purpose	Mobile No.
1.	Prof. S.K Swain Dean, Academic Affairs	UG Academic Matters, Certificate, Medals etc.	9937082348
2.	Prof. P.C Swain Dean, PGS& R	PG Academic Matters, Certificate, Medals etc.	9437257968
3.	Prof. S.S.Das Dean, Students' Welfare	Accommodation and Food in the Halls of Residence	9437544200
4.	Dr. R.R.Das Convener, Registration and Costume sub-committee	Registration and Academic Robes	8280122184
5.	Prof. D.Mishra Professor-In-Charge, Convocation	General Information	8895140999
6.	Mr. B.Sohela, Office Superintendent, VSSUT, Burla	UG Academic Matters, Certificate, Medals etc.	9861262771
7.	Mr. P.C.Khadia, Sr. Assistant, Dean, Students' Welfare	Accommodation and Food in the Halls of Residence	9178307664


Dean, Academic Affairs
01/12/2020



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ANNEXURE – I

TWELFTH CONVOCATION– 04th DECEMBER, 2020

REGISTRATION FORM

Affix your
recent passport
size photograph
here

I shall be present at the Convocation and receive the Degree Certificate/Diploma in person. I shall report to the University on Date: 03/11/2020.

Sl. No.	Information required	Information to be filled by the candidate
1.	Name in full (in CAPITAL LETTERS)	
2.	University Registration No.	
3.	Mother's Name	
4.	Father's Name	
5.	Period of Study at the University	
6.	Branch of Study	
7.	Degree obtained	
8.	Year of Passing the final examination	
9.	Permanent Address with PIN Code	
10.	Complete Present Postal Address (in block letters) with PIN code	
11.	Mobile Phone No. & Email ID	
12.	Tick which is applicable to you	
	(A) My parent(s) / spouse will accompany me	
	(B) I need an accommodation in the students' Hall of Residence	

Date:

Signature of the applicant

N. B. A refundable amount of Rs. 500/- (Rupees Five Hundred only) towards caution money for *Academic Robes* to be deposited at Registration Counter, VSSUT, Burla on the date of Registration (09.00 AM to 03.00 PM on 03th December, 2020)