



# INDIAN INSTITUTE OF PETROLEUM AND ENERGY

## Visakhapatnam

### Guidelines for Degree Recipients

**This is to notify all concerned that the first (1<sup>st</sup>) Convocation of the Institute will be held on Friday, the 21<sup>st</sup> January 2022. All students graduating in the session 2019-20 & 2020-21 are eligible to be awarded the degrees at the Convocation either in person or in absentia.**

- The convocation ceremony shall be held in conventional mode. i.e. all the degree recipients shall be required to physically present themselves at the convocation ceremony for the award of degree. For the degree recipients who are not able to attend the convocation ceremony in person, the degree shall be awarded in absentia.
- Registration is **MANDATORY** for all degree recipients irrespective of whether one is attending or not attending the ceremony. Registration form will remain active in the ERP portal (*Academic > Convocation > Apply for convocation*) until 15<sup>th</sup> January 2022. The students are required to indicate the number of persons accompanying them for attending convocation to make arrangements for there to be seated separately in another hall.
- Due to the present pandemic, no parents/guardians/relatives are allowed inside the Convocation Hall. However, they will be allowed to view the convocation proceedings in a separate hall through live streaming of the convocation ceremony.
- Students have to mark their attendance and collect the gate pass, Convocation Scarf, food coupons from the allotted counter between 2PM to 3PM on 20/01/2022 after showing 2<sup>nd</sup> dose COVID vaccination proof. All the degree recipients are required to be present during the said period and collect the registration kit. The kit **SHALL NOT** be distributed at any time after that. Students must follow the Dress Code as intimated earlier nor can be given do any authorized persons.
- A full-scale convocation rehearsal shall be held on 20<sup>th</sup> January, 2022 (03:30 pm) at VMRDA Children's arena. Attending the rehearsal is **MANDATORY** for all the degree recipients. Degree recipients attending the rehearsal **ONLY** shall be permitted for the convocation ceremony.
- On the night of rehearsal, pre-convocation dinner is arranged by the Institute (Venue...) for the degree recipients. The food will be served against the food coupons given in the registration kit.
- Degree recipients coming for the convocation shall plan for their accommodation in hotels well in advance. Hostel accommodation shall be provided **ONLY** to degree recipients on prior request. Such hostel accommodation shall be given on multi-occupancy in hostel rooms. Requests for the same should be made during the online registration process along with the relevant details. No food will be served inside the hostel.
- The degree recipients and the accompanying guests shall maintain COVID appropriate behavior including wearing mask, social distancing etc. and they will be allowed only on showing their vaccination (two times) certificates.

More detailed information and other guidelines related to convocation shall be shared in due course of time.

Associate Dean of Academic Affairs & Admin  
IPE Visakhapatnam