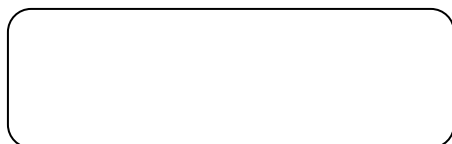


**INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES
SHEIKHPURA, PATNA
(ACADEMIC SECTION)**

Memo No./IGIMS/2018/133 /Acad.

Dated: 01/02/2018

Dear student,



The 4th Annual Convocation of the Institute will be held on Monday 12th February, 2018 at 4.00 PM in the Auditorium Complex, IGIMS. The Convocation is a solemn occasion and I need not stress the importance of the dignity and the decorum appropriate to an occasion like this. For the convenience of the awardees, the arrangements for the supply of gowns and the hoods have been made with Rohit Jasoria (R J Brothers). The Academic Costumes may be hired from this agency. The representative of this firm will be available in the Institute (Neuro medicine Seminar Room) on 10.02.2018 at 10.00 AM to 5.00 PM. The dates of returning the Gown and Hoods i.e. 12.02.2018 from (7.00 pm to 08. 30 PM). The charges for hiring the gown, hood and security according to the rates of supplier. Security amount is refundable after the gown is returned.

The details of the prescribed gown and hood are as given below:

DETAILS OF PRESCRIBED GOWN AND HOOD

S.NO.	NAME OF THE DEGREE	COLOUR OF THE GOWN	COLOUR OF THE HOOD
1.	DM/M.Ch.	Claret (Red)	Red lined with electric blue throughout
2.	MD/MS/	Black	Black lined with electric blue throughout
3.	M.B.B.S.	Black	Black with light mauve
4.	B.Sc.(Paramedical)	Black	Black with light mauve

- The 1st Rehearsal for the 4th Convocation will be held on 3rd February, 2018 at 01.00 PM and full dress Rehearsal on 10th February, 2018 at 5.00 PM in Auditorium Complex, IGIMS.
- While attending the rehearsals, you must reach at least 60 minutes before the time of Rehearsals on both days as mentioned above.
- Your attendance at both the rehearsals is absolutely essential, in case you intend to receive the degree/awards in person.

- Please note that you will not be admitted to the Convocation if you do not attend both the Rehearsals.
- For Convocation, you must reach 2 hour before the time of Convocation i.e. 1.00 PM sharp on 12-02-2018 (Monday).
- **Men are requested to come in formals with neckties and formal shoes and women in sarees.**
- You shall be required to wear the prescribed gown and hood as indicated above, while receiving your degree in the Convocation.
- Kindly fill up and return the enclosed proforma to the Academic Section immediately, on or before 07.02.2018 positively. Advance information can in addition be submitted to the Registrar's office by E-mail: sangeetapankaj@yahoo.co.in , drsangeetapankaj@gmail.com
- We will be glad to have your parents/spouse attending the Convocation but due to shortage of space in the auditorium it may not be possible to accommodate parents/spouses in the auditorium. Limited numbers only on first come first serve basis will be accommodated inside the auditorium. However, arrangements for parents/spouses would be made for seating in Conference Hall/LT's/Convergence Block with audio visual facility and live transmission.
- No children below 15 years of age will be permitted to attend the function.
- Please acknowledge the receipt of this letter immediately and send your option forthwith but not later than 08.02.2018 by email igimsconvocation@gmail.com

Looking forward to see you soon.

With all best wishes.

Yours faithfully,

Sd-
(Dr. Sangeeta Pankaj)
REGISTRAR

Encl: As above

**4TH ANNUAL CONVOCATION
ON SATURDAY THE 12TH FEBRUARY 2018 AT 03.00 PM
AT THE AUDITORIUM COMPLEX, IGIMS, PATNA**

From

*1. I shall be attending the Convocation
(Please strike the word, which is not applicable)

Yes/No

Signature _____

With full name

awarded _____

Name of the degree to be

to the awardee

Date: _____

E-mail address _____

Mobile No. _____

**REGISTRAR
ACADEMIC SECTION
IGIMS, PATNA – 800014
Email: drsangeetapankaj@gmail.com**