

# DAYANAND MEDICAL COLLEGE & HOSPITAL, LUDHIANA

## College Convocation-2010

Ref.No.DMCH/P/10/159

Dated:03-03-2010

### Circular

The next College Convocation will be held on **Saturday, 13 March, 2010 at 12.30 P.M.** in Dumra Auditorium. In this context, the following may please be noted:

1. **Compulsory Rehearsal** for faculty members, fresh graduates and prize winners will be held at 09.00 A.M. on the day of the convocation.
2. Academic Gowns will be available from **Dumra Auditorium on 12 March, 2010 from 12 Noon to 3.00 P.M.** All Faculty members except those to be seated on the stage will be provided black gowns with gold-colored border.
3. The Academic Procession will consist of Professors, Associate Professors and Assistant Professors (including Librarian).
4. All staff members of the Academic Procession are requested to assemble near the Dumra Complex for rehearsal at 8.50 AM and for convocation at 12.00 noon on 13 March 2010.
5. All Heads of Department are requested to send a list of all the Faculty members who **will not be able to attend** the Convocation in the format attached alongwith by **Saturday, 06 March 2010**. Those faculty members who shall not able to attend the rehearsal but will attend the convocation shall inform the Principal on phone/person.
6. All other doctors, including Senior Residents, PG Residents and Non PG Residents, who wish to attend, should apply on the prescribed proforma (available in office of Dean Academics) through their respective Heads by **Saturday, 6 March 2010**. A limited number of seats are available which will be offered on first come first serviced basis. Entry into Auditorium will be through permission slips.
7. All other Staff members, employees, residents and students attending the convocation are requested to take their seats in the Auditorium by 12.15 P.M. and **to put their mobile phones on silent mode**.
8. There will be a group photograph session of the **Fresh Graduates and Prize Winners** with the Principal, MAC Members and Heads of Department on the day of the Convocation at 8.30 A.M. near Hero DMC Heart Institute parking.
9. MBBS classes on the day of the convocation should be allotted to Senior/Junior with copy to the Principal in order to enable their seniors to attend the Convocation.
10. **Attendance is compulsory for interns Dr. H. S. Dhooria will mark the attendance at 12 noon sharp.**

**Dress Code:** Students must be attired in formal dress as under:

- a) Males: Light-colored, but not white, shirt with dark-colored tie, dark trousers and polished leather shoes.
- b) Females: Light coloured, but not white, dupatta suit/sari

**Jeans, skirts, non-dupatta suits, sports shoes and other casual wear are forbidden**

**Other classes and internship Program will be held as per schedule.**

11. All Faculty members, other staff members, residents and employees are requested **not to apply** for any kind of leave on the day of the Convocation, except in case of very pressing circumstances. **It is also requested that they pool their cars with colleagues on 13 Mar 2010 to minimize parking problems.**

12. Any tests/tutorials may please be rescheduled as per the convenience of the department.

Sd/-

**Dr. Rajoo Singh Chhina**  
**Dean Academics**

**Dr. Daljit Singh**  
**Principal**

Copy to: All concerned