



Dear Student,

You will be happy to know that the **Graduation Ceremony 2017** of the Institute will be held on **14th November 2017**. We would appreciate your presence on this occasion to receive your degree in person.

The fee payable for

- The Graduation Ceremony is **Rs. 1500/-** (UG and PG). (to be deposited in Accounts section)
- The degree certificate is **Rs. 1000/-** for UG and PG. (to be deposited in Student's section). Last date to apply with fee -
 1. Undergraduates - **25.09.2017**
 2. Postgraduates and M.Ch - **24.10.2017**

The fee can be paid in cash or by D/D payable to Director RIMS, payable at Ranchi.

You are requested to fill up the enclosed **Form A** and return the same to the Students' Section on or before **24th October 2017**.

Eligibility to the ceremony will be subject to:

- I. Clearance of all outstanding dues, if any.
- II. Reporting for rehearsal at the RIMS auditorium on the date/time mentioned in the schedule. **Entry Pass** will be issued on the day of rehearsal.

The formal academic gowns will be available in the Institute against a security deposit of Rs. 1000/- (if not deposited earlier), which is refundable, from **10.00 AM on 13th November, 2017**. The gowns must be returned immediately after the Graduation Ceremony. Should you wish to have your parents or guardians to attend the Graduation Ceremony, kindly submit **Form-B**.

We look forward to seeing you at the Graduation Ceremony with best wishes for a bright future as a RIMS alumnus.

Yours sincerely,

Dean
RIMS, Ranchi.



FORM – A

To,
The Dean
Rajendra Institute of Medical Sciences
Bariatu, Ranchi
Jharkhand – 834009

Subject: **Application for receiving degree in the Graduation Ceremony.**

Dear Sir,

In reference to your letter No. 6511 dated 20. 09. 2017, this is to inform you that –

I am eligible to receive my degree in the Graduation Ceremony 2017. I shall attend the Graduation Ceremony rehearsal and shall also be present at the Graduation Ceremony, as per the schedule to receive my degree in-person.

A fee of **Rs 2500/- (Rs 1000/- refundable)** is being remitted in favor of The Director, RIMS, Ranchi vide cash/bank Draft No.....datedalong with this letter.

Yours faithfully,

(Signature)

Dated:

Name of the student:

University Roll No:

Date of completing degree requirements:

(For UG: - All the graduating UG students (2011-2016)

(For PG: - 1. MD/MS- 2014-2017)

2. Diploma- 2015-2017)

(For M.Ch:- 2012-2018)

Department (PG)

Address

.....

.....

Pin Code.....

Telephone No.....

Mobile

E-mail Address:



FORM – B

To,
The Dean
Rajendra Institute of Medical Sciences,
Bariatu, Ranchi
Jharkhand-834009

Dear Sir,

Name (in block letters) _____
University Roll No. _____
Discipline (UG/PG/M.Ch) _____
Batch _____

I am eligible to receive my degree in Graduation Ceremony 2017 and the following people will be accompanying me to the event:

1. Name: _____
Relation: _____
2. Name: _____
Relation: _____

(Signature)

Date: _____



FORM – C

Graduation Ceremony 2017

Date: 14th November 2017

SCHEDULE

Details	Date	Time	Venue
Issue of Entry Pass	13 th November 2017	10:00 A.M. onwards	Auditorium
Distribution of academic gowns (upon showing the Entry Pass only)	13 th November 2017	10:00 A.M. onwards	Auditorium
Rehearsal		11:00 A.M.	Auditorium
Awardees to take respective seats	14 th November 2017	09:30 A.M.	Auditorium
GRADUATION CEREMONY 2016		10:30 A.M. to 01:30 P.M.	Auditorium
Lunch		01:30 P.M. onwards	Auditorium

N.B. Students who do not participate in rehearsal will not be allowed to attend the Graduation Ceremony.



IMPORTANT

- A. It is compulsory to attend the **rehearsal on 13th November 2017 at 11:00 AM** for all graduating students who wish to receive their degree in-person in the Graduation Ceremony.
- B. Please bring your entry pass on 14th November, 2017. Any student failing to:
 - (i) Collect his/her entry pass and/or
 - (ii) Attend the rehearsal will not be allowed to receive his/ her degree in-person. **(no relaxation will be allowed under any circumstances)**
- C. The program for Rehearsal/Graduation Ceremony will remain unchanged even if 13th/14th November 2017 is declared a holiday.
- D. Each graduating student shall receive 3 entry passes only and each pass shall admit one person only. One for the candidate and two for accompanying guests.
(Non-exchangeable)
- E. The graduating students and their guests will be allowed to enter the Auditorium premises only once. **No re-entry will be allowed.**
- F. Brief-cases/bags will not be allowed in the Auditorium for security reasons.
- G. No person without an entry pass will be allowed to enter the Auditorium
- H. There will be separate gates for entry and exit.
- I. All graduating students are advised to carefully note their respective Graduation Ceremony schedule given above. No request for change of date/time/venue of Graduation Ceremony will be allowed under any circumstances.
- J. For reasons beyond control, if the date of Graduation Ceremony/Rehearsal is changed, the announcement will be made in leading newspapers and RIMS website.