

**SREE CHITRA TIRUNAL
INSTITUTE FOR MEDICAL SCIENCES AND TECHNOLOGY
TRIVANDRUM**

(An Institute of National Importance under Govt. of India with the status of University by an Act of Parliament)

**CONVOCAATION FORM
(18 May 2013 - 29th Batch)**

TO BE FILLED-IN BY THE APPLICANT

1.	Name of the Candidate as entered in the SCTIMST (University) records with initials (IN BLOCK LETTERS)		
2.	Father's Name		
3.	Name of the degree	Month & Year of passing	Register Number
4.	Date of Joining the Institute and the name of the affiliated center (if required)		
5.	Address for Communication (with Pincode)	Mobile No.:	
		E-mail:	
		Fax:	
		Land Phone:	

CONVOCAATION DATE / VENUE: **Saturday, 18th May 2013 at 10.00 a.m.** at the Achutha Menon Centre Auditorium, SCTIMST. To report at 8.30 a.m.

(Strike off which ever is not applicable below)

1. I **would like to attend** the convocation and receive the degree in person.
2. As I am **not attending** the convocation, the degree may be sent by post for which a DD for Rs.250/- is enclosed herewith being the in absentia fee & postal expenses.

1) Number of accompanying person attending the convocation function (Nil / One / Two): _____

2) Number of accompanying persons for lunch (Nil / One / Two): _____

Payment details: DD No. _____ **Amount:** _____ **Dated** _____ **Bank:** _____

Paid for: 1) Lunch for one / two accompanying person @ Rs.300/- per person: Rs. _____

2) Cost of 3 photographs & postage (Rs. 60 x 3 + postage etc Rs.50/-): Rs.230/-

3) Rental fee for Robe (Academic Costume): Rs.300/- 4) Program recorded in DVD : Rs.100/-

4) For those who do not attend the convocation and want to receive the degree by post may send DD for Rs.250/- only being the In absentia fee and postage.

Signature of the candidate: _____ . (Instruction to Candidates: Contd. in page 2)

(2)

Instruction to candidates attending the Convocation (18th May 2013)

**The convocation function
will be held on Saturday, 18th May 2013 at 10.00 a.m.
at the Achutha Menon Centre Auditorium, SCTIMST**

1. Graduates are requested to report to the “Registration Counter” at AMC auditorium at 8.30 a.m. on that day for Registration, Collection of Convocation Robes and for other Instructions.
2. Number of guests accompanying may be a maximum of 2.
3. Rental fee for robe (Academic Costume) is Rs.300/- (Candidates who are attending the convocation function must wear the Academic Costume available on rental basis for that function alone and should be returned immediately after the function is over).
4. Lunch is Rs.300/- per accompanying person (maximum 2 nos.) and free for graduates.
5. Candidates may make own arrangements for Travel and Accommodation.
6. Cost of 3 Photographs = Rs.180/- (a copy of award of degree =Rs.60/-, another single photo with degree and wearing the academic costume = Rs.60/-, one group photo = Rs 60/-) and postage Rs.50/- should also be sent by DD by the graduate along with the duly filled in Convocation Application Form.
7. Children, photography by invitees and cell phones will not be allowed inside the auditorium.
8. Candidates have to make their own arrangements for accommodation and the Institute will not take any responsibility.
9. No TA will be paid from the Institute.
10. The Demand Draft may be drawn in favour of “DIRECTOR, SCTIMST “payable at Thiruvananthapuram.

The last date to receive the duly filled in application form along with Demand Draft is 6 May 2013.

The duly filled in form with DD should be sent to:

**THE OFFICE OF THE DEPUTY REGISTRAR
SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES AND TECHNOLOGY
MEDICAL COLLEGE P.O, TRIVANDRUM – 695011, KERALA, INDIA**

Candidates are advised to send their applications by SPEED POST to avoid loss in postal transit. We will appreciate if you could send a word of your response at the earliest possible to dreg@sctimst.ac.in

CANDIDATES ELIGIBLE TO ATTEND MAY 2013 CONVOCATION:

Those who were in roll in the academic year 2012 and passed the following programme of this Institute by 31 December 2012 and the PhD programme after March 2012 and till March 2013.

- 1) DM
- 2) MCh
- 3) PDCC
- 4) PDF
- 5) PhD
- 6) MPH
- 7) Mphil
- 8) MS-Bioengineering
- 9) MAE

FORMAL INVITATION LETTER WILL FOLLOW.

DIRECTOR