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College of Technology and Engineering
MAHARANA PRATAP UNIVERSITY OF AGRICULTURE & TECHNOLOGY
Udaipur – 313001

No.CTAE/Stu.Sec./2011/

Date : 16.12.2011

To,

Sub : College Level Convocation on 21st January 2012

Dear Sir,

It gives me immense pleasure to inform you that College Level Convocation has been scheduled on Saturday, the 21st January 2012. Students who have graduated in the years 2010 and 2011 will be conferred 'Degree' in this convocation.

Since you have graduated from this college in either of the years mentioned above, we look forward to your participation in the convocation to receive the Degree in person. This is therefore to request you to please confirm your participation in the convocation latest by 31st Dec 2011, to the undersigned for making necessary arrangements at this end. A Performa for sending acceptance is appended below which may be emailed to convocationctae@gmail.com as soon as possible.

You have to report to us on 20th January 2012. A rehearsal for the recipients of degree will be held in the morning of 20th January 2012. Recipients have to get the 'Robes' issued in the morning of 20th January 2012 on change basis (refundable on return of robes). Those who fail to participate in the rehearsal will not be allowed to receive degree in the convocation. Your accommodation in the Guest houses (Scientist Hostel/ kisan ghar etc) can be arranged on request on nominal change basis.

Looking forward to hear from you soon

Good wishes

Yours sincerely

N S Rathore; PhD
D E A N

Acceptance Proforma

The Dean,
College of Technology and Engineering
MPUAT, Udaipur

Sub : Acceptance to participate in College Level Convocation-2012

Sir ,

This has reference to your communication , through email , about the college level convocation being held on 21st Jan 2012.

This is to convey you that I will be participating in the convocation and shall reach Udaipur on _____ . The other details are as follows :

1. Name : _____
2. Year of graduation : _____
3. Branch : _____
4. Mobile No. : _____
5. Email ID : _____
6. Accommodation required : Yes /No
7. Persons accompanying :
1
2

Note : Acceptance Proforma may be sent to convocationctae@gmail.com