**Registration Details and Instructions**

The Convocation of the School of Civil & Environmental Engineering (SCEE) has been scheduled to be held on **17th May, 2022 (Tuesday)** to confer Degrees/Certificates/Medals as per following detail:

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Institute** | **Discipline** | **Remarks** |
| **UG****Session / Batch** | **PG****Session / Batch** |
| a. | NICE | 2017-2021 | Notified up to 31st Dec 2021 |  |
| b. | IESE | 2017-2021 | Notified up to 31st Dec 2021 |  |
| c. | IGIS | 2017-2021 | Notified up to 31st Dec 2021 |  |

**Program shall be as follows:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Day & Date** | **Guests to be seated by** | **Venue** |
| **CONVOCATION** | Tuesday 17th May 2022 | 1445 hrs | **Jinnah Auditorium****(CIPS Building),** **H-12 Campus, Islamabad** |
| **Notes:-** a. Door will be closed on 1500 hrs on convocation day, Individual arriving after said time will not be entertained. |

**The degree recipients are further advised to follow the given instructions:**

1. All students are advised to obtain clearance from their respective institutes prior to this event.
2. Every participant is requested to carry National Identity Card.
3. Lodging and boarding will have to be arranged by the participants themselves.
4. Each graduating student to deposit **Rs. 3000/- in HBL, NUST Account No: 22927000208203 of title “SCEE Conferences, Workshops”** as Convocation fee through bank challan form (shared via SCEE website)/demand draft or pay order, latest by **08 May 2022** and send scanned copy of deposited slip/challan form to your concerned institute email address given below.

 **How to Register**

Graduating students should confirm their participation by sending scanned copy of deposited slip/challan form and completely filled registration form latest by 0**8 May 2022** on their concerned institute email address given below. Both forms have been placed on SCEE website.

**For queries please contact respective Program Coordinator below:**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Institutes** | **Phone No** | **Email Address** |
|  | SCEE-IESE (UG) | 051-9085-4277 | ug@iese.nust.edu.pk |
|  | SCEE-IESE (PG) | 051-9085-4275 | pg@iese.nust.edu.pk |
|  | SCEE-IGIS | 051-9085-4423 | sajid@igis.nust.edu.pk |
|  | SCEE-NICE | 051-9085-4526 | acad.nice@nust.edu.pk |
| 051-9085-4527 | acad@nice.nust.edu.pk |
| 051-9085-4133 | nitacademic@gmail.com |

**Provision of Students Caps & Gown with Hood**

1. Contractor will provide items to all the students of UG / PG attending the convocation. All the students will be required to deposit Rs. 3750/- as rent & security deposit as per following details:

|  |  |
| --- | --- |
| Security for Cap | Rs. 2500/- |
| Security for Gown with Hoods | Rs. 1000/- |
| Rent | Rs. 250/- |
| **Total** | **Rs. 3750/-** |

2.         At the end of convocation, the security money (Rs. 3000/-) will be returned after deposit of caps & gown with the contractor.

**Dress Code – Holding of NUST Convocation**

(1) **Faculty and Graduating Students**

(a) Male. A dark color Lounge Suit with closed collar/National dress.

(b) Females. Decent dress of sober color.

(c) Proper dark color shoes.

**NOTE:**

1. Only graduating students of 2021 will participate in convocation ceremony
2. Only Medal winners of batch graduated in spring 2020 are also invited for award of medals.
3. 2 x guests are allowed for each graduating student.