## Instruction for Graduands

1. The Annual Graduation Day for April 2024 passed out students will be held on 6th April 2026 at 10.00 A.M. in College Main Auditorium.

2. The Morning session is for the students of the following departments.
   All AIDED stream & SFS B.Com. General, B.Sc. Computer Science, B.C.A. B.Sc. Computer Science with Cognitive Systems, B.Com. Computer Applications. & Ph.D.

3. Kindly inform the department, on or before 03/04/2026 whether the Diploma will be received in person or not. Indicate your major subject without fail.

4. <u>The degree certificate will be issued on success ful payment of Rs.600 towards college</u> (see Online Fee instructions below*)

5. The students are instructed to report to the class-in-charge by 8.00A.M. sharp on 6th April 2026 and collect the graduation kit.

6. The graduation gown will be available from 8.00A.M. at the respective counters operated by:**Sri Veerabrahmendra's Tailors**
   Mfrs.and Suppliers of Convocation & Graduation, Gowns to all UNIVERSITIES &COLLEGES
   New # 7,Old#29,Thiruvalleeswarar Colony, Near Devar Nagar,Padi,Chennai-600050.
   Cell:9283155196/8939337268/8015395404/9486575196 Email:svstailors@gmail.com
   **(Proprietor: P. MURUGESAN)**

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**HIRE CHARGES FOR UG/PG/M.PHIL GRADUATION GOWN Rs. 30/- PER SET**
**STUDENTS ADVANCE Rs.300/- (REFUNDABLE)**

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7. Graduands are requested to be in their seats by 9.00 A.M. and maintain absolute decorum till the end of the programme, benefitting the solemnity of the occasion.

8. Avoid coming late.

9. **Only the Degree Certificate of the Rank Holders will be given on stage by the Chief Guest.**

10. **Due to security reasons only the graduands are allowed on campus.**
    **For the benefit of parents, the Graduation Day Ceremony will be live streamed on the SDNBVC youtube Channel through the shared link**.

11. The Department wise degree certificate distribution will be conducted at the venue after the Chief Guest departs.

12. Only the college photographer will be permitted to take photographs inside the venue.

13. In Absentia candidates ,have to pay Rs.300 in addition for postage / courier charges.

### *Online Fee Payment Procedure

**Fee Payment through college website www.sdnbvc.edu.in**

1. Go to website www.sdnbvc.edu.in

2. Click on the link "**CIS**" on Home Page in student (link.-Login Using) "ROLLNO"(as per the student ID card). There is no password.

3. The Degree certificate kit fee amount Rs.600/- only online payment (using credit card, debit card /net banking option) in the college website is allowed. Cash/cheque/DD will not be accepted for graduation fees.

4. Click "GO" in the Payment options page and enter the details in the payment Gateway.

5. On successful payment of fees 'Thank you' Page appears. The students are instructed to bring a printout/screenshot of the success page of the payment when they come to campus on the graduation day.

6. Contact for clarifications: Day Office **- 044 2265 5450;** Evening Office **- 044 22654976**
   **Mail ID: sr@sdnbvc.edu.in**