**Registration Details and Instructions**

The Convocation of the School of Civil & Environmental Engineering (SCEE) is being held on **3rd November 2016** to confer Degrees/Certificates/Medals upon the Post Graduates who have been notified about completion of their degree in 2016 (NIT, NICE, IESE & IGIS) and the Undergraduates of Session 2012/16 of NICE, IESE & IGIS.

**Program shall be as follows:**

|  |  |  |  |
| --- | --- | --- | --- |
| **REHEARSAL** | Wednesday, 2nd Nov 2016 | 10:00 A.M. | **Jinnah Auditorium**  **(CIPS Building), H-12 Campus, Islamabad** |
| **CONVOCATION** | Thursday, 3rd Nov 2016 | 10:00 A.M. | **Jinnah Auditorium**  **(CIPS Building), H-12 Campus, Islamabad** |

**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 student will be allowed two guests.
5. 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 **29th October, 2016** 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 29th October 2016 on their concerned institute email address given below. Both forms have been placed on SCEE website.

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

* **SCEE-NIT**  – Phone: 051-9085-4133; Email: nitacademic@gmail.com
* **SCEE-IESE** – Phone: 051-9085-4277; E-mail: [ug@iese.nust.edu.pk](mailto:ug@iese.nust.edu.pk)
* **SCEE-IGIS**  – Phone: 051-9085-4423; E-mail: sajid@igis.nust.edu.pk
* **SCEE-NICE** – Phone: 051-9085-4503; E-mail: [acad.nice@gmail.com](mailto:acad.nice@gmail.com)

For any IT related query, please feel free to send an email to**sa-scee@nust.edu.pk** or call at **051-9085-4017**

**NOTE:**Only those graduates shall be allowed entry to Convocation, who attend the rehearsal on **2nd November 2016**.