

**NOTICE**

**Sub: Entry & Parking Instructions for the 17<sup>th</sup> Convocation scheduled to be held on Friday, 11<sup>th</sup> April, 2025.**

The University is organizing its 17<sup>th</sup> Convocation on 11<sup>th</sup> April, 2025 in the University Campus. Hon'ble Lieutenant Governor of NCT of Delhi alongwith other dignitaries has consented to grace the occasion.

All concerned are requested to comply with the following instructions:-

1. Entry & Exit Gates:-

Gate No. 02 (Main Gate)	Reserved for Entry & Exit of VVIP, VIP & Faculty / Officers / Staff
Gate No. 04 (Near Badminton Court)	Entry & Exit of Awardees, Residents & Hostellers

2. The parking arrangements for Vehicles has been earmarked as under:-

(a) For VVIP	D & E Block Parking Area
(b) For VIP / Guest	Behind the Girl's Hostel
(c) For Faculty / Officers / Staff of University	Block A, B, C, Opposite PRO Office, Near Indian Bank Parking Area.
(d) Awardees	Outside Gate No. 04

- Due to security reasons, vehicles of Awardees/Students are not allowed inside the University Campus. Awardees are also advised to use public transport to avoid any kind of inconvenience.
- All Other Vehicles (Except above) are not allowed inside the University Campus.
- All awardees / invitees are requested to bring their invitation card with envelope. Invitation Card is not transferrable.
- All outsourced staff are requested to park their Vehicles outside Gate No. 04 due to Security arrangements.
- All the Residents and Hostellers are advised to use Gate No. 04 (near badminton court) for entry & exit and also convey to the drivers of School Bus / Van to use Gate No. 04 to pick-up & drop of their wards to / from school.
- It is also requested to Faculty / Officers / Staff of the University to use public transport (if possible) to avoid any kind of inconvenience.
- All the Faculties/Officers/Officials of the University are advised to carry their Identity Card (ID) with them.
- Entry in the Auditorium shall be allowed only to those who possess necessary valid identity Card/Invitation Card.
- Entry of Children is not permitted inside the Auditorium.
- Awardees / Students are advised not to carry Mobile Phone, Cameras, weapons, sticks, sharp items, hand bags, binoculars, electronic gadgets, briefcases, lighters, match boxes, cigarettes, eatables, water bottles etc. inside the Auditorium Block. University authorities will not be responsible for any loss / damage.

04/04/25  
Registrar

**Copy to the following for information and necessary action:-**

- All Deans/Directors/COF/COE-I/COE-II/Proctor/ChiefWarden/DSW/In-Charge, Library, S.E(UWD), All Branch Heads/Incharge/PRO/Medical Officer G.G.S Indraprastha University
- COE-I with the request to kindly share the above instructions with the Awardees.
- Warden-GH-I, GH-II, BH-I, BH-II, G.G.S Indraprastha University.
- In-Charge, UITs, G.G.S. Indraprastha University with the request to upload the same on the University website.
- All the Residents of the University.
- M/s Kore Security Services
- M/s Aroon Aviation Services Pvt. Ltd.

**Copy to the Following for information Please:-**

- Asstt. Registrar, Vice Chancellor Sectt. G.G.S Indraprastha University.
- Asstt. Registrar, O/o Registrar, G.G.S Indraprastha University

04/04/25  
Deputy Registrar (Estate)