



College Code : 33

MVGR College of Engineering (Autonomous)

Since 1997

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MVGR/Policy/Admn/DIS/2023/02

INSTITUTE POLICY

CONDUCT OF FAREWELL PARTIES



It has been a practice among students (both undergraduate and post graduate) to conduct farewell parties for the final year students. Hitherto, these parties have been conducted on campus usually in the evenings with faculty members across the institution being invited for the same. In order to streamline the conduct of such activities and ensure commonality across the institution, the following shall be the policy of the institution for conduct of farewell parties:

1. It shall be the common understanding that the farewell parties are a mutual exchange between the passing out students and their juniors. The institution or its faculty members have no involvement in the party in an official capacity.
2. The institution and its faculty members will not be responsible for any activities that a part of the farewell party and shall stand indemnified by the concerned parties involved in the conduct of the farewell party.
3. All farewell parties shall be conducted outside the institution premises according to the mutual understanding of the parties involved.
4. The institute may offer its campus and allied facilities for the conduct of farewell parties. Request for use of institution facilities shall be put forward by the student organising team to the Director well in advance.
5. An organising committee shall be formed by the students. The organising committee shall take total responsibility for the conduct of the farewell party. The letter seeking permission shall be put up by the organising committee to the Director.
6. Conduct of farewell parties on institutional premises shall only be taken forward after receiving due authorisation from the Director. The decision of the Director on this issue shall be final.
7. For all farewell parties permitted to be conducted on campus, the party shall be conducted on Sundays or holidays in the morning session ending with lunch. Under no circumstance shall the event continue beyond 4 PM.
8. The organising committee shall hand over the institution facilities utilised for the farewell party in 'as-is' condition. Any damage to institutional property shall be recovered from the organising committee.



By Order

DIRECTOR