



# VELAMMAL ENGINEERING COLLEGE

SURAPET, CHENNAI-66

18th, July 2016

Dear Parent / Student,

**First year B.E. / B. Tech 2016-17 – Commencement of Classes reg.**

Greetings from Velammal Engineering College.

We are happy to inform that the classes for the first year B.E / B. Tech commence on Monday, the 25th of July 2016. Students are requested to report to their respective class advisors at 9.00 a.m. (as per the list displayed on the College notice board). Parents are requested to assemble in the Auditorium at 9.00 a.m for an introduction meeting.

With Best wishes

Administrative Officer

**Note:** Students are requested to submit the following to their class in-charge on the date of reporting i) Copy of the fee receipts ii) Filled in (a) Student Bio-Data form, (b) first page of the Progress card & (c) antiragging undertaking (given at the time of admission formalities) iii) Filled in application form for Transport or Hostel ( for those availing the facility)

- It is a full working day for the students. Please bring lunch (day scholar).
- Students must come in formal dress. Boys must wear leather shoes (Black or Brown).
- Possession and use of mobile phones in the College campus/ Hostel/ College transport is strictly prohibited.
- Hostel will be open from 24th, July 2016 for students availing hostel facility
- Transport will be available from the evening of 25th July 2016 for the students who have opted transport facility

*For further details contact* **044-3966 6005/6006 /6007/6025/6265**