

OFFICE OF THE PRINCIPAL, MEMS, BALASORE.

Ref: - MEMS/ESTB./ 0131 /2025

Date: 14.08.2025

CIRCULAR

OBSERVATION OF INDUCTION PROGRAMME FOR NEW ENTRANT

B. TECH(REG./LE) & MBA STUDENS

This is to inform all concerned that an Induction Programme will organized to welcome and orient the newly admitted B.Tech(Reg./ LE) & MBA students for the AY 2025/26 as per the guide lines of AICTE.

The details of the programme as follows,

Date:- Mon day, 18th. August 2025

Reporting Time:- 09.30 AM

Venue:- Seminar Hall

AGENDA

SL. NO	TIME	PROGRAM ITEM	RESPONSIBLE PERSON
01	09.30 - 10.00 AM	Arrangement of students in the Seminar Hall	Admission Team
02	10.00 - 10.05 AM	Invitation of Dignitaries to the Dice	Miss S. Pradhan, Cultural Coordinator
03	10.05 - 10.15 AM	Lighting of Lamps & Saraswati Vandana	Cultural Team
04	10.15 - 10.20 AM	Introduction of all Dignitaries	Miss A. Rout Program Coordinator
05	10.20 - 10.30 AM	Welcome Address	Mrs. P. Das
06	10.30 - 10.40 AM	Address by the Principal	
07	10.40 - 11.00 AM	Key note speech by Chief Guest	Administrator Sir
08	11.00 - 11.15 AM	Academic Regulation & Curriculum Overview	Sri G.C. Panigrahi
09	11.15 - 11.25 AM	Anti Ragging & Student Discipline	-do-
10	11.25 - 11.45 PM	Interaction with all H.O.Ds (ME,CE,CSE,ECE,EE,MBA)	All H.O.DS
11	11.45 - 11.50 PM	Vote of thanks	Miss A. Rout Program Coordinator
12	11.50 - 12.00 PM	Photo Sensation	Department wise all staffs & students
13	12.00 PM on words	Distribution of Refreshment at Exit Point	

The overall arrangement of the program will made by the Cultural Committee & the student discipline is controlled by Admission Department.All staffs and students are are requested to be present by 9.30 AM positively in the Seminar Hall to make the programme a grand success

Principal,
MEMS, Balasore



(Signature)
14/8/2025
Principal
Modern Engineering &
Management Studies

Copy Forwarded to,

- 1) Chairperson for kind information
- 2) Administrator sir for kind consideration and approval.
- 3) Superintendent of Accounts