

**Dear Diploma Holder,**

First of all, I warmly welcome you for the **21<sup>st</sup> Diploma Awarding Ceremony of SLIATE-2026 which will be held on 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> May 2026 at BMICH** and I expect that, you will strictly adhere to following instructions to make this event success.

**Instructions for 21<sup>st</sup> Diploma Awarding Ceremony of SLIATE-2026**

**1. Preliminary**

You should collect the followings from your ATI:

1. Your invitation card and 02 invitation cards for your Parents / Guests.
2. Tokens for refreshment.
3. Cloak and Garland.

**2. Venue and Time**

You are required to call over at the Bandaranaike Memorial International Conference Hall (BMICH) foyer on time as per the schedule in the table 01. Your convocation date, session, time and seat number are given in your Invitation Card for the Convocation. Therefore, you are strictly instructed to bring the Convocation Invitation Card with you when you are coming to the Convocation. Further, instructions regarding the seating arrangement and the Diploma Holder's procession will be given at the BMICH.

**Table 01: Time Schedule**

| S.No | Date       | Session No. | Time at BMICH Foyer |
|------|------------|-------------|---------------------|
| 1    | 19.05.2026 | 01          | 07.00 a.m           |
|      |            | 02          | 10.15 a.m           |
|      |            | 03          | 02.00 p.m           |
| 2    | 20.05.2026 | 04          | 07.00 a.m           |
|      |            | 05          | 10.15 a.m           |
|      |            | 06          | 02.00 p.m           |
| 3    | 21.05.2026 | 07          | 07.00 a.m           |
|      |            | 08          | 10.15 a.m           |
|      |            | 09          | 02.00 p.m           |

**3. Attire.**

Diploma Holders are requested to attire,

**Female**  
**Male**

In a Saree (Indian or Kandian)  
In National costume or lounge suit

**4. Seating.**

Please bring the invitation cards, carrying the assigned seat number when attending the convocation. You are requested to retain the invitation cards and refreshment cards till the convocation is over. **Please stick the label** carrying the assigned **seat number on the left side of your cloak** when your queue up for the procession (Label provide by the photographers).

**5. Mobile phone and other Goods.**

You would not be permitted to bring in any parcels, bags, mobile phones and cameras with you to the Convocation Hall.

## 6. Invitees.

Only 02 invitees are allowed and children under age 12 years are not allowed. Invitees who accompany the diploma holders are essential to bring their invitation cards with them and stay throughout the convocation. The diploma holders are strictly advised to not to bring invitees who could not stay long hours. You are requested not to applaud when diplomas are conferred upon the diploma holders except when academic distinctions and awards are given. You are also requested to bring this to the notice of your parents or guests.

## 7. Garland and Cloaks.

Cloaks and garland would be issued to the diploma holders from **14<sup>th</sup> May 2026 to 17<sup>th</sup> May 2026 from 8.30 a.m. to 3.45 p.m.** at your ATI. You should submit the Employability survey form online on or before the date you get the cloak and garland from your ATI (URL published in the SLIATE official web site.

**Cloak and garland can be returned to the stores from 01<sup>st</sup> June 2026 to 15<sup>th</sup> June 2026. A fine of Rs. 100/- per day will be levied if the cloak and garland are not returned by latest to the ATI.**

Please note that the cloaks and garlands cannot be returned on the day of the convocation at the BMICH. Your diploma certificate will not be issued until you return the cloak and the garland. If you lose the cloak or the garland, you will be required to pay the replacement value along with the fine referred above for the delay. **(Maximum Fine Rs. 10,000.00)**

- **Charge for lost or damage Cloak is Rs. 6,500.00**
- **Charge for lost or damage Garland is Rs. 3,500.00**

## 8. Entertainment and Alcohol.

Entertainment & usage of alcohol will be prohibited.

## 9. Photograph.

Taking group photographs will be temporarily prohibited. Nobody will be allowed photographing in the main hall in addition to the official photographer.

Arrangements have been made for an official photographer to take photographs of the diploma holders at the BMICH premises. Those who wish to obtain photographs at the BMICH premises could place their orders with the official photographer in the BMICH premises commencing from 7.00 a.m. of each date. The official photographer has agreed to provide the photographs at the rates given below and students are encouraged to take the photographs in given sizes.

**Official Photographer :- Ninehearts Color Labs (Pvt) Ltd, No.99, Stace Road, Colombo – 14.**

| Item                | Size & Item Category          | Cost of Printed Photographs only (Rs) | Additional Cost for Laminating (Rs) | Additional Cost for mounting and foil Printing (Rs) |
|---------------------|-------------------------------|---------------------------------------|-------------------------------------|---|
| Photographs & Video | Student Stage Photo (10"x12") |                                       | Free                                | Free  |
|                     | 7"x5"                         | 3.00                                  | 1.00                                | 1.00  |
|                     | 12" x 14"                     | 10.00                                 | 5.00                                | 5.00  |
|                     | 12" x 15"                     | 350.00                                | 25.00                               | 25.00   |
|                     | 12" x 16"                     | 10.00                                 | 5.00                                | 5.00  |

|  |                                    |         |        |        |
|--|------------------------------------|---------|--------|--------|
|  | 12" x 18"                          | 10.00   | 5.00   | 5.00   |
|  | 14" x 24"                          | 20.00   | 5.00   | 5.00   |
|  | 15" x 10"                          | 10.00   | 5.00   | 5.00   |
|  | Others (Please Specify)<br>16"x24" | 1500.00 | 300.00 | 100.00 |
|  | Edited Soft Copy                   | 350.00  | -      | -      |

\* *The official photographer has arranged photographing in the BMICH premises.*

#### 10. Refreshment.

The refreshments for you and your invitees have been arranged in the lobby of BMICH after each session.

#### 11. Information.

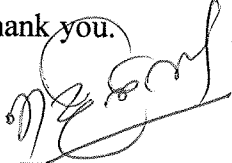
You can meet the Staff Members at the Reception of BMICH on the convocation dates for information and instructions.

#### 12. Diploma Certificate.

Diploma certificate will be issued from **16<sup>th</sup> June 2025 to 01<sup>st</sup> July 2025**. You are required to bring the Student Record Book and any proof document to confirm returning the cloak and garland, when you come to collect the Diploma Certificate. Please do not laminate your Diploma Certificate.

Your co-operation is solicited to make this event a success.

Thank you.



**Dr. W.B.K. Bandara**  
**Deputy Director General**  
**(Academic Affairs/Planning and Research)**  
**For Director General**  
**Sri Lanka Institute of Advanced Technological Education (SLIATE)**

**Dr. (Ms) W.B.K. Bandara**  
Deputy Director General (Academic Affairs / Planning & Research) - Acting  
Sri Lanka Institute of Advanced Technological Education  
No: 53 A, Waidya Road  
Dehiwala