



MMM COLLEGE OF HEALTH SCIENCES

A Unit of The Madras Medical Mission



December 6, 2017

Dear Graduant,

Greetings from MMM College of Health Sciences!

We are pleased to inform you that the Fourteenth Graduation Ceremony of the MMM College of Health Sciences & MMM Academy of Medical Sciences is scheduled to be held on **2nd February 2018**. You are advised to report to Ms. Kalpana, Exe - Accounts, MMMCHS by **1.00 pm on 2nd February 2018**, at the **III floor auditorium** reception at **Madras Medical Mission**.

This is to bring it to your kind notice that an amount of Rs.500.00 has to be paid on the day of convocation, towards the Graduation Gown which includes Rs.50.00 towards rent and Rs.200.00 as an advance (refundable) and Rs.250.00 towards other expenses (refreshments).

Both father and mother can accompany you for the ceremony. Any additional guests are also welcome for an additional payment of Rs.250.00 per person towards refreshment.

Kindly forward the attached format duly filled **on or before 15th Jan 2018** to **mmmchsprincipal@gmail.com**

The formal invitation card will follow.

Regards,

Dr. Deepa C. Philip
Principal
MMM CHS / MMM AMS

Encl : Encl-1

Note:

- Please switch off your mobile phones inside the auditorium
- Children below 12 years are not permitted.
- Kindly be seated in the auditorium by 1.30 pm .
- Personal cameras/Photographers are not permitted inside the auditorium



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To
Dr. (Mrs) Deepa C. Philip
Principal
MMM College of Health Sciences
Block 9, No.11 , Kannadasan Salai
Mogappair East
Chennai – 600 037.

Respected Madam,

I _____ will /will not be able to attend the convocation ceremony on 2nd February 2018.
As advised I will report at the Madras Medical Mission at 1.00 pm to the III floor auditorium
reception for the formalities.

My Father / Mother both will be accompanying me / I will also bring my guest / I will not be
accompanied by any of the family members.

Thanking you,
Yours sincerely,

Name -

Tel No -

Course Completed -

E. Mail Id -

Address -

Designation -