



# TECNIA INSTITUTE OF ART & DESIGN

*(College of Dance, Music & Fine Art)*

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7<sup>th</sup> June 2023

## CIRCULAR

### Subject – Call for meeting regarding upcoming Fresher & Farewell Party

Dear Students,

For those who are interested in taking the lead for the upcoming Fresher and Farewell party, we would like to invite you to a short meeting tomorrow at 11:30 am.

The meeting will be held to discuss the preparations for the event, which will take place on the 14th of June 2023 in a Banquet hall.

The agenda for the meeting is as follows:

- Duty allocation
- Flow of the program: We will discuss the sequence of activities and plan the schedule for the party.
- Activity engagement for students and staff
- Gifts or mementos
- Title distribution
- Any other points

We encourage all those who are interested in contributing to the success of the Fresher and Farewell party to attend the meeting.

Your participation and ideas will be greatly appreciated.

Looking forward to seeing you tomorrow!

**Dr. Madhu Aggarwal**  
Principal