

Guidelines for the prize winners of 166th Prize Giving - Royal College 25th of October 2024

- (1) All prize winners should groom themselves with a decent hair cut, and the beard and the mustache well shaved. **This will be strictly enforced.**
- (2) Dress Code
 - (a) The prize winners who are studying in the classes in grade 9 and below should wear a long sleeved white shirt, white shorts, black shoes, white socks and the college tie.
 - (b) The prize winners from classes in Grade 10 and above should wear a white shirt with long sleeves (folded). white trousers, black shoes and the college tie.
 - (c) The prize winners who are no longer attending college must wear a long sleeved white shirt with the college tie, black trousers and black shoes.
- (3) To verify identity, current students must present their Student Record Book, while prize winners who are no longer attending school are required to produce their National Identity Card.
- (4) All Prize Winners must enter through the Junior Gate.
- (5) The prize winners must register between **10:30 a.m. and 12:00 p.m.**
- (6) Prize Winners must register themselves at the Registration Desks at the Grade 6 Classrooms.
Please remember your registration number and sit in the relevant labeled seat in the Navarangahala.

**REGISTRATIONS WILL BE CLOSED BY 12.00 PM. ANY ATTENDEES WHO ARRIVE AFTERWARDS
WILL NOT BE ABLE TO REGISTER, AND WILL NOT RECEIVE THEIR AWARDS ON STAGE.**

- (7) All the invitees are requested to be in their seats by **12.30 p.m.** Please note that no individual is permitted to enter the hall after **12.00 p.m.**
- (8) Smoking is strictly prohibited.
- (9) The Guests are requested to remain in their seats till the end of the proceedings of the ceremony.
- (10) Parents of the prize winners will **not be allowed** to attend the event.
- (11) Prize winners who will be attending Mosque are advised to register in the morning between **10.00 am and 12.00 pm**, and may later return. Please notify the registration desks if you will be leaving as such.

Any prize winner who has not followed the above instructions will not be allowed to enter the hall.

Thank you for your fullest cooperation,

Principal.