

NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY

Dear Graduands,

25TH GRADUATION CEREMONY – 8 NOVEMBER 2019

I am pleased to inform you that the 25th Graduation Ceremony will be held on Friday, 8 November, 2019 at the Sports Field, University Campus at 10:00 am. The Ceremony will start at 10:00 am promptly and is expected to last about two hours.

On behalf of the University, I would like to congratulate you on your success and extend to you a warm invitation to attend the ceremony.

The following are the instructions pertaining to your participation in the Graduation Ceremony:-

1. **BEFORE GRADUATION**

A **REHEARSAL**

Rehearsals will be held on Thursday, 07 November, 2019 at the Sports Field, University Campus at 10:00 am. Attendance at the rehearsal will ensure that Graduands know exactly what to do on Graduation Day.

B **OUTSTANDING FEES BALANCES**

Those Graduands with outstanding fees are advised to clear their balances on or before **Friday, 01 November 2019**.

C **PURCHASE OF ACADEMIC DRESS**

All items of approved Academic Dress may be obtained from:

- **ZOE Manufacturers**
Bulawayo: 12th Avenue/Fife Street, Bulawayo
Telephone Number: 09-68187 or 09-887621/2 **Cell:** 0777994492
Email: mjmwamuka@gmail.com

Masvingo: 3 Bradburn Street, near GZU City Library

Harare: Suite 6, First Floor, Khan House, L Takawira/ Albion Street
Contact: Gladys/Judith on **Cell Number:** 0712374287

- **Mutare Garment Manufacturers (Private) Limited**
Mutare: 3 Edison Sithole Road, Industrial Area

- Cell: 0773212668 Email: jrn@mweb.co.zw

• **Academic Regalia Investments Private Limited** T/a City Photo Studio
Harare: No. 74 L Takawira Street, Between Bank Street, Robert Mugabe
Bulawayo: Kwiknet Building, Internet Cafe, 9th Avenue and Joshua Nkomo
Gweru: Shop No. 25 First Floor Bahadda Centre Main Street
Masvingo: Tsungai Building, No 33 Hofringer Street
Telephone: 0772806698/0772806674 Email: williamhcityphoto@gmail.com
- **Kings Headgear Investments**
Shop 9b Railway Avenue, Bulawayo
Cell: 0712706398/ 0773961071 Email: wskomazana@yahoo.com
- **Zilch Investments**
Bulawayo: Trust House Room No 8, Fort Street/ Between 13 & 14 Avenue
Cell: 0712387192/0778642664/0772346575
- **Satra Fashions**
Harare: 75 L Takawira Street, J R Centre
Cell: 0772407209/0733949370 Email: satrafashions@gmail.com
- **Lutorch Trading (Pvt) Ltd**
Bulawayo: 21 Old Khami Road, Conluit Industrial Park, along Khami Road
Cell: 0772380493, 0713213159, 0733045179

D ATTIRE FOR GRADUATION

Graduands should be formally dressed.

E GRADUATION FEE

The Graduation Fee of **ZWL400.00** is payable between now and the Rehearsal day at the Bursar's Department on Campus. You can also pay online using ECOCASH, TELECASH, VISA and V-PAYMENTS on www.nust.ac.zw

	<u>Bachelor's Degree</u>	<u>Master's Degree</u>	<u>PhD Degree</u>
GRADUATION FEE	ZWL\$ 400	ZWL\$ 400	ZWL\$ 400

F CERTIFICATES AND TRANSCRIPTS

Certificates	ZWL \$50
Transcripts	ZWL \$50

G INVITATION CARDS

Each Graduand will receive **three invitation cards** for **two** guests and the graduand. The invitation cards will be collected from the Admissions and Student Records Office from a date to be advised shortly.

Admission to the Graduation Ceremony will be strictly by invitation.

2. **GRADUATION DAY**

A PUNCTUALITY

Punctuality is essential for all Graduands and Guests. Graduands should be seated by 09:00 am.

B SECURITY

The following items are prohibited by Security Details at the entrance to the graduation: cameras, lip sticks, perfumes, sprays, alcohol, mirrors, lotions, lighters, matches, food, drinks, sharp objects and pens

C SEATING

Seats for Graduands, Guests and Staff will be reserved. The Graduands' seats will be arranged by Faculty and in alphabetical order of the surnames of graduands. The Guests and the Graduands will be shown where to sit.

D CONDUCT DURING CEREMONY

The Graduation Ceremony is a solemn event and must be appreciated with all the solemnity attached to it. Graduands are advised to conduct themselves in an orderly and sober manner.

E PHOTOGRAPHERS

The authorised National University of Science and Technology photographers will be allowed to take photographs during the Ceremony and no other photographers will be allowed. A DVD of the whole Graduation Ceremony proceedings will be available on the **NUST Website** for downloading.

Only authorised persons will be allowed to take photographs in front of the main Platform area.

F PRESENTATION PROCEDURES

- (i) The Ceremony will start with a fanfare by the Band. The Congregation will rise. The President and Vice-President of the Student Representative Council, Members of Academic Staff, the Senate and the Council will enter in procession, followed by the Platform Party. Once the full procession has been completed, the Congregation, led by the Choir, will sing the National Anthem. This will be followed by the reading of the University Prayer. The Chancellor will formally constitute the Congregation as a Graduation Ceremony and the Vice-Chancellor will deliver his welcome address. The Degrees will then be formally conferred by the Chancellor.
- (ii) Faculty Administrators will marshal the Graduands. They will ensure the correct seating order and appropriate academic dress.
- (iii) Caps should not be worn until the formal "capping" by the Chancellor.

G LUNCH

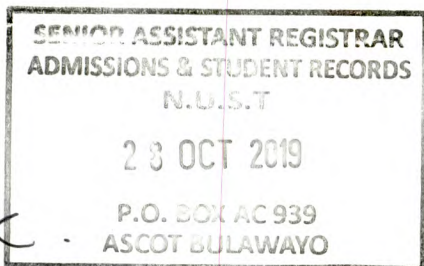
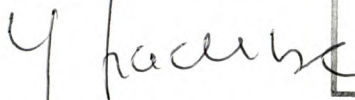
After the Ceremony, light snacks will be served. Ushers will direct the Graduands and their guests to the designated areas.

3. AFTER GRADUATION

A ISSUE OF DEGREE CERTIFICATES AND TRANSCRIPTS

- (i) The Degree Certificates and Transcripts will be available from the Faculty Administrators after the Ceremony. To collect them, acceptable identification, preferably the 2018/2019 student identity card, must be produced.
- (ii) Certificates must be safely kept; **Duplicate certificates would not be issued.**
- (iii) The University will withhold the Certificate and Transcript for uncleared debts.

Yours Sincerely,



L. J. HADEBE
SENIOR ASSISTANT REGISTRAR
ADMISSIONS AND STUDENT RECORDS