



Office of the Deputy Registrar: Student Records Office

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Dear Student

As you know, end-of-year examinations have been rescheduled to take place from 10 November to 27 November 2015.

Because of the late examination session, it will not be possible to have all graduation ceremonies. **Therefore there will be no graduation ceremonies at which undergraduate, postgraduate diploma (PGDip) and honours students whose graduation status is contingent on the outcome of the forthcoming examination session will graduate.** There will only be ceremonies held at which senior postgraduate students from all faculties and Health Sciences students who would have graduated on 14 December 2015 at 14h00 will graduate.

In other words, if

1. Your current academic status is that of a potential December qualifier, and/or
2. You are not a Health Sciences undergraduate or honours student, or
3. You are not a Master's or Doctoral student in any of the six faculties and
4. You are an undergraduate or honours student in any of the six faculties, or
5. You are a PGDip or PGCE student in any of the six faculties

you will not graduate.

Should you meet the remaining academic requirements and qualify in 2015, you will graduate in absentia on Wednesday, 23 December 2015 and you will be invited in 2016 to attend a ceremony in June 2016. Your certificate and graduation transcript will be available to you from the Student Records Office Monday, 28 December 2015. You can get them from us in the following ways:

1. You can collect them from the Student Records Office on level 4 of the Masingene Building as from Monday, 28 December 2015. If you are unable to collect them in person, and would like to send a third party to do so on your behalf, please email us (graduation@uct.ac.za) the name and ID or passport number of the third party. Please ask the third party to bring along their identification document when they collect the certificate and transcript. This is to ensure that we have your permission to hand it to a third party.
2. You can request that we post them to you via registered mail. If you would like us to do this, please email us (graduation@uct.ac.za) the address to which you would like your certificate and transcript posted. Please send us this email by Monday, 28 December 2015. Please note that this mode of delivery may be subject to postal delays that are outside of our control.

3. You can arrange to have a prepaid courier collect your certificate and transcript from us on level 4 of the Masingene Building as from Monday, 28 December 2015 and deliver it to you. If you would like to arrange this, please notify us via email (graduation@uct.ac.za). Please note that you will need to pay the courier yourself and liaise with them directly.

If you do not email us, your certificate and transcript will be kept in our safe until you contact us or arrive to collect it.

The following students who qualify will be invited to one of the ceremonies below:

1. Students in any of the six faculties whose current academic status is 'Qualifies for the Award of your Degree/Diploma', and/or
2. Masters or Doctoral students in any of the six faculties, or
3. Health Sciences students who were originally scheduled to graduate on 14 December 2015 at 14h00 (that is, Bachelors and Honours students)

Ceremony	Time	Faculties
1	Saturday 19 December 2015, 09h00	All eligible* Science, Commerce and Law students
2	Saturday 19 December 2015, 14h00	All Health Sciences bachelors and honours students (previously graduating on 14 December at 14h00)
3	Saturday 19 December 2015, 18h00	All eligible* Humanities, Engineering and the Built Environment students and Health Sciences Masters and Doctoral students

*Please see the list above which describes eligible students.

All other details pertaining to the ceremonies will be sent in a separate email inviting you to the ceremonies to your UCT email account. When you receive this email, please follow the instructions carefully and RSVP via the self-service platform or by emailing graduation@uct.ac.za.

Should you have any questions or need further information, please email graduation@uct.ac.za, or call +2721 650 3595.

Yours sincerely,



Dr Karen van Heerden

Deputy Registrar: Academic Administration