



**OFFICE OF THE REGISTRAR (ACADEMIC & STUDENTS AFFAIRS)**

## **6<sup>TH</sup> GRADUATION CEREMONY**

Pwani University wishes to inform **ALL** candidates who qualified for the conferment of various Degrees and awards of Diplomas and Certificates of Pwani University during the 2018/2019 Academic Year that the Graduation Ceremony will take place on **20<sup>th</sup> December 2018 at 8.30 a.m.** at the Graduation Square next to the New Administration Building.

**ALL GUESTS ARE REQUIRED TO BE SEATED BY 8.00 A.M**

### **1. GRADUATION FEES:**

The Graduation Fees for the various awards is as follows:

- |                           |                      |
|---------------------------|----------------------|
| • Certificate and Diploma | <b>KSh. 4,000.00</b> |
| • Bachelors Degree        | <b>KSh. 5,000.00</b> |
| • Postgraduate Diploma    | <b>KSh. 5,000.00</b> |
| • Masters Degree          | <b>KSh. 6,000.00</b> |
| • Doctorate Degree        | <b>KSh. 6,000.00</b> |

All payments should be made by **Saturday 30<sup>th</sup> November 2018** to any of the following Pwani University Accounts:

- |                                      |                        |
|--------------------------------------|------------------------|
| • Equity Bank Ltd (Kilifi Branch)    | A/C. No. 0460291566407 |
| • Barclays Bank Ltd. (Kilifi Branch) | A/C. No. 019104650     |
| • MPesa                              | Playbill 986450        |

### **2. ON-LINE APPLICATION FOR GRADUATION**

All candidates who are due for graduation are required to apply for graduation on-line. The on-line link is <http://graduation.pu.ac.ke/> on the Pwani University website.

### **3. ACADEMIC ATTIRE**

All graduands will be required to be in full academic regalia during the ceremony. The academic regalia will be issued at the respective Schools starting from **Wednesday 12<sup>th</sup>**

**December 2018 to Wednesday 19<sup>th</sup> December 2018** during working days upon payment of the required graduation fees.

**4. CLEARANCE AND GRADUATION:**

All candidates who wish to graduate **MUST pay up all their Fee arrears, confirm their graduation status and correct spelling of their names** from the Pwani University Examination Offices and clear with the relevant offices by **Saturday 30<sup>th</sup> November 2018**.

**5. REHEARSAL:**

It is **MANDATORY** that ALL graduands wishing to participate in the ceremony attend the rehearsal on **Wednesday 19<sup>th</sup> December 2018 at 9.30 a.m.** The rehearsal is scheduled to start from the **procession starting point** in front of the Admissions Building and end at the graduation venue.

All graduands attending the rehearsal will be required to congregate at the Admissions Building at **8.00am**.

**6. RETURN OF ACADEMIC ATTIRE**

The academic regalia **MUST** be returned on or before **14<sup>th</sup> January 2019**. Those who fail to return the regalia by the indicated date will attract a penalty of **KSh. 500.00 (Kenya Shillings Five hundred only) per day**.

**7. GRADUAND'S PROCESSION:**

All graduands will enter the Graduation Square in a procession. This procession will form at **7.30 a.m.** with all the graduands lined up according to their respective Schools. The procession will enter the graduation square at **8.00 a.m.**

**Only graduands who will be in the procession will be allowed into the graduation square for the ceremony.**

**8. TIME:**

The graduation ceremony will start promptly at **8.45 a.m.** Late comers will not be allowed into the graduation square once the ceremony has started.

**ENQUIRIES:**

For further information please contact:

Registrar (Academic & Student Affairs)

Tel. No. 041-7525102/3/4/6, extension 107/259/256/691,

E-Mail: registraracademics@pu.ac.ke

**Congratulations to all our Graduands.**  
**REGISTRAR (ASA)**

**This advertisement is also available on the University website: [www.pu.ac.ke](http://www.pu.ac.ke)**