



NOTICE

AWARDING OF DOCTORAL DEGREES DECEMBER 2014 AND MARCH 2015

This notice is being sent to ALL registered doctoral candidates and would thus also be received by candidates who are not graduating at one of the undermentioned ceremonies.

A. VENUE, DATES AND TIMES (The date and times of the two doctoral ceremonies in March 2015 are stated at paragraph I.)

The awarding of doctoral degrees in **December 2014** will take place in the **ENDLER HALL** in the **Conservatoire of Music** in **Victoria Street, Stellenbosch**, on the dates and at the time shown below:

1. WEDNESDAY 10 DECEMBER (14:00)	<u>Doctoral degrees in the following faculties:</u> Arts and Social Sciences Education Theology Law Economic and Management Sciences
2. THURSDAY 11 DECEMBER (14:00)	<u>Doctoral degrees in the following faculties:</u> Science AgriSciences Engineering Medicine and Health Sciences

B. PROCEDURE, GUESTS AND PARKING

1. Doctoral candidates must report **1½ hours** before the start, thus at **12:30**, of the relevant graduation ceremony in the **Fismer Hall** in the **Conservatoire of Music** in **Victoria Street, Stellenbosch**.
2. If a doctoral candidate for some reason would be unable to cross the stage for awarding of the doctoral degree, Dorothy van Kerwel should be contacted by **Friday 28 November** at tel number 021 808 3729 or email dvk@sun.ac.za to make arrangements for the awarding of the degree in front of the stage.
3. A doctoral candidate may invite up to **five guests** to the ceremony. No admission tickets are issued. The ceremonies are preferably not to be attended by children of preschool age.
4. A map indicating parking areas in the immediate vicinity of the Conservatoire of Music is enclosed as a last page to this document. The Conservatoire of Music is number 7 on the map. It is recommended that the parking area behind the Sasol Art Museum (number 11 on the map), that can be reached via Coligny Street, be used. It would also be possible to park in Neethling Street or Murray Street and there is a further parking area out of Murray Street, on the corner of Neethling Street and Murray Street.

C. ACADEMIC WEAR

1. Doctoral candidates can hire the prescribed academic wear (red gown and doctoral hood of the relevant faculty) in the **Fismer Hall** on arrival at 12:30.

2. The tariff for the hiring of a red gown and doctoral hood will be **R300+R300 deposit = R600**. **Only cash** will be accepted and the R300 deposit is refundable when the hired academic wear is returned at the Fisser Hall after the ceremony. Doctoral candidates normally do not wear the hood of their master's degree, but if a candidate chooses to wear the master's hood of the Stellenbosch University, the relevant hood must be hired at "Die Stal" at the Jannie Marais homestead at Coetzenburg prior to arrival at the Fisser Hall, for an additional amount of **R120**, that is not refundable.
3. A doctoral candidate holding a master's degree of another university and who chooses to wear the relevant hood at this ceremony, should requisition the appropriate hood from the relevant university well in advance.

D. AWARDING OF DEGREE *IN ABSENTIA*

If a doctoral candidate is unable to attend the ceremony, it should be brought to the attention of the relevant supervisor before 7 November to be awarded the degree *in absentia*. There is also a form on www.mymaties.com that should be completed before **Friday 5 December**, which will ensure that the graduation documentation is posted to the candidate after completion of all the ceremonies.

NB: Form available at www.mymaties.com >>Studies>>Graduation>>Absence from graduation ceremony

E. DEFERRAL OF AWARDING OF QUALIFICATION TO MARCH 2015

A doctoral candidate who qualifies for graduation at a December ceremony, but who wishes to defer the awarding of the degree to the March ceremony in 2015, must bring it to the attention of the relevant supervisor before 7 November. There is also a form for deferral on www.mymaties.com that should be completed **before Friday 5 December**.

NB: Form available at www.mymaties.com >>Studies>>Graduation>>Absence from graduation ceremony

F. TAKING OF GRADUATION PHOTOGRAPHS

All local photographers have academic wear available for candidates wishing to have graduation photographs taken. Photos of each candidate are taken in the hall when the qualification is awarded, which can be ordered later. An order form is being sent to graduates after the ceremonies.

G. OUTSTANDING DEBTORS

All candidates who are to graduate by whom fees or other moneys are owing to the University are subject to the following resolutions:

1. Where the amount owing is in excess of R100,00, the sheath received by the candidate at the ceremony will not contain the official graduation documents, but will, instead, contain an account for the outstanding amount and a letter demanding payment thereof. Where such amount owing is under R100,00, the candidate will receive the graduation documents.
2. To make it logistically feasible for the University to issue candidates' graduation documents at the ceremony, candidates must for the purpose of -
 - the December ceremonies settle the outstanding amount **before 12:00 on 28 November 2014**.
 - the March 2015 ceremonies settle the outstanding amount **before 12:00 on 13 March 2015**.

H. UNIVERSITY ACCOMMODATION DURING THE GRADUATION PERIOD

The visitor flats of the University can be booked for overnight stay during graduation ceremonies. For more information in this regard, contact the Letting Office at tel (021) 808 2895.

I. AWARDING OF DOCTORAL DEGREES ON WEDNESDAY 25 MARCH 2015

1. WEDNESDAY 25 March 2015 (10:00)	<ul style="list-style-type: none">• <u>Doctoral degrees in the following faculties:</u> Science AgriSciences Economic and Management Sciences Engineering
2. WEDNESDAY 25 MARCH 2015 (14:00)	<ul style="list-style-type: none">• <u>Doctoral degrees in the following faculties:</u> Arts and Social Sciences Education Law Theology Medicine and Health Sciences

JA Aspelng

REGISTRAR

17 October 2014

FAMILY PORTRAITS



VENUE: SPORTS SCIENCE BUILDING COETZENBURG

(BEHIND DF MALAN HALL IN SPORT SCIENCE BUILDING (MAIN ENTRANCE))

Dates: 9, 10, 11 and 12 December

Times: 9, 10, 11 Dec (07:30 – 21:00); 12 Dec (07:30 – 14:00)

4 x (20cm x 15cm) mini enlargements: **R160,00** for collection or **R200,00** for registered post.
Gown and hood available at studio.

Note: Photographs will only be taken after payment has been received.
Payment can be done at the studio: cash, snapscan or cheque

Bookings

Administration Block A Room 1013 or Tel: 021 808 3073 or 021 808 3566 (08:00 – 16:30)

Directly after graduation on first come basis, as we do not know how late sessions finish.

Students can book for any day; does not have to be on their graduation day.

Official graduation photographers of Stellenbosch University



UNIVERSITEIT
STELLENBOSCH
UNIVERSITY

1. DF Malan Memorial Centre
2. Coetzenburg Athletics Stadium
3. Danie Craven Rugby Stadium
4. Jannie Marais House / Sports Bureau
5. Wallenberg Centre (STIAS)
6. STIAS Manor House
7. Conservatoire of Music / Endler Hall
8. SU Botanical Garden
9. HB Thom Theatre
10. "d2Kruiskerk"d3
11. Sasol Art Museum
12. US Art gallery
13. Admin A, B and C
14. Engineering
15. Arts
16. Agrisciences
17. Education
18. Economic and Management Sciences
19. Old Main Building (Law)
20. Theology
21. Natural Sciences
22. Centre for Prospective Students
23. Centre for Student Counseling and Development
24. International Offices
25. Neelsie Student Centre
26. Old Conservatoire
27. US Security Services
28. Gymnasium



WELCOME TO STELLENBOSCH UNIVERSITY