



NOTICE

AWARDING OF DOCTORAL DEGREES

MARCH 2016

A. VENUE, DATE AND TIMES

The awarding of doctoral degrees in **March 2016** takes place in the **ENDLER HALL** in the **Conservatoire of Music** in **Victoria Street, Stellenbosch**, on the date and at the times shown below:

1. WEDNESDAY 16 MARCH (10:00)	<u>Doctoral degrees in the following faculties:</u> Science AgriSciences Economic and Management Sciences Engineering
2. WEDNESDAY 16 MARCH (14:00)	<u>Doctoral degrees in the following faculties:</u> Arts and Social Sciences Education Law Theology Medicine and Health Sciences

B. PROCEDURE, GUESTS AND PARKING

1. Doctoral candidates must report **1½ hours** before the start of the specific ceremony, thus at **08:30** or **12:30** respectively, in the **Fismer Hall** in the **Conservatoire of Music** in **Victoria Street, Stellenbosch**.
2. If a doctoral candidate for some reason would not be able to cross the stage for awarding of the degree, Nikki Malan should be contacted by **Friday 4 March** at tel number 021 808 3729 or email nikkimalan@sun.ac.za to make special 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. The graduation ceremonies in March do not correspond with the university holiday. Doctoral candidates and their quests are therefore advised to plan for sufficient travelling time in order to find parking and to arrive at the Conservatoire conveniently in time. A map indicating parking areas in the immediate vicinity of the Conservatoire (number 7 on the map) is enclosed as a last page to this document. The parking area behind the University Museum (number 11 on the map), that can be reached via Coligny Street, will be reserved for doctoral candidates and their quests. It would also be possible to park in Neethling Street or Murray Street, but availability of parking space their might be problematic. There is also parking available - under shelter at a cost - in the Eikestad Mall, where Victoria Street makes the T junction with Andringa Street. It takes about six minutes to walk leisurely from the Eikestad Mall to the Conservatoire.

C. ACADEMIC WEAR

1. Doctoral candidates can hire the prescribed academic wear (red gown and doctoral hood of the specific faculty) in the **Fismer Hall** on arrival for the ceremony at 08:30 or 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 Fismer 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 Fismer 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 of that university at this ceremony, should requisition the appropriate hood from the relevant university well in advance.

D. DEGREE *IN ABSENTIA*

If a doctoral candidate is unable to attend the ceremony, it should be brought to the attention of the relevant supervisor, in order to be awarded the degree *in absentia*. All doctoral candidates are requested to confirm their attendance or absence, whichever the case, with their supervisors. There is also a form available on www.mymaties.com that should be completed before **Friday 4 March**, that will ensure that the graduation documentation is posted to the candidate after the ceremony.

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

E. TAKING OF GRADUATION PHOTOGRAPHS

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

F. OUTSTANDING FEES

Candidates who are to graduate, but who owe money 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, instead of the official graduation documents, 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 possible for the University to issue candidates' graduation documents at the ceremony, all outstanding fees must please be settled by **Friday 4 March at 12:00**.

JA Aspeling

REGISTRAR

9 February 2016

FAMILY PORTRAITS

Official graduation photographers of Stellenbosch University



VENUE: SPORTS SCIENCE BUILDING COETZENBURG

BEHIND COETZENBURG CENTRE IN SPORT SCIENCE BUILDING
(MAIN ENTRANCE)

Dates: 14, 15, 16 and 17 March

Times: **14** (08:00 – 14:00); **15, 16** (08:00 – 21:00); **17** (08:00 – 13:00)

4 (20cm x 15cm) mini enlargements **R160** (collect) or **R200** for registered post

Incl: gown, cap, hood

Bookings

Administration Block A Room 1013 or Tel: 021 808 3073 or 021 808 9260 (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.



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