



RHODES UNIVERSITY

Grahamstown • 6140 • South Africa

Graduation Booklet

2011

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CONGRATULATIONS!

December 2010

Dear Graduand/Diplomand

I would like at the outset, on behalf of the University, to congratulate you on your academic achievement and to wish you and your guests a happy and memorable Graduation weekend in April. The highlights of this special period in the University calendar include the formal splendour of the Graduation ceremonies themselves, the equally colourful but more relaxed atmosphere of the Garden Party and, for many graduates, the convivial Graduation Ball.

In the following pages you will find the necessary information about various practical aspects of the Graduation weekend (including booking tickets, appropriate attire and payments).

Details are also provided about membership of Convocation and the Old Rhodian Union, and about the NRF Register of Graduates - items which should be of interest to new graduates/diplomates.

If there are any problems pertaining to graduation that are not adequately covered in this booklet, enquiries should be directed to the Student Bureau (Eden Grove) by telephone (046) 603 8276, by fax (046) 603 8300 or by e-mail registrar@ru.ac.za.

Yours sincerely

Dr Stephen Fourie
Registrar

Graduation Ceremonies in 2011

There will be *five* University Graduation Ceremonies in April 2011 to be held in the main auditorium of the 1820 Settlers' Monument:

Thursday, 7 April 2011 at 18:00

Science Faculty ceremony

BSc, BSc (Info Sys), BSc (SoftDev), BSc (Hons), MSc, PhD (Science)

Friday, 8 April 2011 at 10:30

First Humanities Faculty ceremony

BA, BA (Hons), MA, PhD (following an Arts degree)

Friday, 8 April 2011 at 14:30

Second Humanities Faculty ceremony & the PDEM

Music Licentiates, DFA, BJourn, BFA, BMus, BSocSc, BSocSc (Hons), PG Dip Journ, PG Dip Media Management, PG Dip Int. Studies, MSocSc, MFA, MMus, PhD (following a Social Science degree) and PDEM.

Friday, 8 April 2011 at 18:00

Education, Law & Pharmacy Faculties' ceremony

ACEs, BEd, PGCE, BEd (Hons), PGDHE, MEd, PhD (Education). LLB, LLM, PhD (Law), LLD, BPharm, MSc (Pharm), MPharm, PhD (Pharmacy), PharmD.

Saturday, 9 April 2011 10:30

Commerce Faculty ceremony – other than PDEM

BAcc, BBusSc, BCom, BCom (Hons), BEcon, BEcon (Hons), PG Dip Acc, PG Dip Tax, MCom, MEcon, MBA, PhD (Commerce).

If your degree or diploma does not appear in any of the ceremony lists, please contact the Student Bureau on (046) 603 8276.

Section 1: Filling in and Returning Reply Card

What colour should my reply card be?

The reply cards are divided into five different colours, corresponding to the five different graduation ceremonies. They are as follows:

Thursday	7 April 2011	18:00	<i>Pink</i>
Friday	8 April 2011	10:30	<i>Green</i>
Friday	8 April 2011	14:30	<i>Blue</i>
Friday	8 April 2011	18:00	<i>Yellow</i>
Saturday	9 April 2011	10:30	<i>Orange</i>

When is the closing date for reply cards?

Graduands/Diplomands must respond to the university regarding their attendance at Graduation by no later than **Friday, 18 March 2011**. *Graduands/Diplomands who fail to do so, will not be allocated any tickets for their guests for the Graduation Ceremony or Garden Party.*

Filling in the reply card

Degree/Diploma/Certificate to be conferred: please use the coding that appears in the University Calendars: e.g. BCom, MMS, PhD (Education), et cetera.

REPLY CARD: Graduation April 2010 at 1820 Settler's Monument, Grahamstown			
Closing Date for return of card: 19 March 2010			
Return Address: Student Bureau, Box 94, Grahamstown, 6140 or Fax: +2746-6038300			
Student number:		Title:	
Surname:			
First name(s):			
Which degree/diploma?			Will you be present?
if YES	Venue	Number	If NO: Full physical address to which the parchment will be couriered:
	Auditorium		Section 2
Guest tickets required	TV Hall		
	Garden Party		Postal Code:
<i>Please note the Graduand automatically has a seat</i>			
Tel:	(w)	(h)	(cell)
Signed:		Email:	

<p>If YES You will be attending Fill in ALL sections <u>except</u> section 2</p> <p>Section 1 Guest tickets:</p> <p>Each Graduand/Diplomand in <i>praesentia</i> is automatically allocated a seat and is entitled to two guest tickets for the auditorium. Recipients of a Masters degree or an LLB are entitled to three auditorium tickets, and Doctoral graduates, four.</p> <p>There are also a limited number of TV Hall tickets available, which entitle holders to view proceedings in Thomas Pringle Hall on closed-circuit television. <i>Normally no more than two TV Hall tickets can be given to a Graduand/Diplomand.</i></p> <p>Children under the age of 15 years will not be allowed entrance to the auditorium. They can watch the ceremony on closed-circuit television in Thomas Pringle Hall, but must be accompanied by an adult.</p> <p>Garden Party tickets are issued for the Graduand/Diplomand and up to six guests.</p>	<p>If NO You will NOT be attending Fill in ALL sections <u>except</u> section 1</p> <p>Section 2 Full physical address:</p> <p>This is the address to which your degree/diploma parchment and a copy of the programme will be sent by courier, if you graduate in <i>absentia</i>, that is if you will not be attending the ceremony. It is important to include both a physical(street) address and a contact telephone number to be used by the courier service when delivering your parchment.</p> <p>Please note that NO degree parchments will be couriered without the receipt of a reply card which has a correct physical address (including postal code and telephone number) or without the student making written contact with the Student Bureau.</p> <p>Your parent/guardian may receive your parchment at their physical address on your behalf. The onus is on the student or the parent/guardian of the student to make arrangements with the University for the parchment to be couriered. The cost of the courier will be covered by the University.</p>
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How should I return the reply card?

It is in your own interest to return the reply card as soon as possible. You may return it by fax as we will be able to tell the colour of the card by the degree with which you are graduating. Please bear in mind that dark coloured cards may need to be lightened so as to ensure that the image is legible when received. Alternatively you may also submit your reply card by e-mailing a scanned copy or posting the original card, in which case it is recommended that registered mail be used. In fact, registered mail should be used to return this or any other mail addressed to the Student Bureau, as well as mail addressed to the Conference Manager. The University will not be held responsible for cheques/postal orders posted by ordinary mail or sent through the University's Internal Mail.

Our postal address is:

Student Bureau
Rhodes University
P O Box 94
6140 Grahamstown

fax number: 046 6038300
telephone: 046-6038276
e-mail address: registrar@ru.ac.za

The onus is on you to confirm that we have received your reply card, but kindly only do so **after 1 March 2011**, once we have added the details to our database. Should you submit your reply card after that date allow a 24 hour period before confirming receipt. Due to the large volume of telephonic queries, we would prefer that you e-mail your request for confirmation to registrar@ru.ac.za.

When and where do I collect my tickets?

NB: No Seating tickets, Garden party tickets or Ball tickets will be mailed to Graduands/Diplomands. All tickets should be collected in person, either at the Student Bureau in the Eden Grove Building (until an hour before each ceremony) or at the Monument Box Office immediately before the relevant ceremony. Tickets will be available for collection at the Student Bureau during office hours (09:00 – 16:00) from Tuesday, 5 April 2011. The Box Office will be open an hour before each ceremony. Please produce suitable ID (current student card, identity document or passport) when collecting tickets.

Section 2: What to Wear

What do I wear to the Graduation Ceremony and Garden Party?

Academic dress must be worn at the Graduation Ceremonies and at the Garden Party.

Graduands must wear graduate gowns and carry the hood appropriate to the degree they are to receive. They must not appear on the stage wearing hoods from other Universities or for first Rhodes degrees.

Diplomands who are already graduates wear a graduate gown and the hood of their degree. All other Diplomands must wear an undergraduate gown and carry a Rhodes diplomate stole. The proper length of the graduate and undergraduate gown is 15 - 20 centimetres below the knee, and a gown shorter than this should never be worn.

In the case of women Graduands and Diplomands, the length of the gown is never to be related to the length of the wearer's dress and a gown should never be shortened so that the sleeves are longer than the gown. The collar of the dress should never appear over the gown.

Rhodes Graduands and Diplomands traditionally wear:

Men

Dark suit
White shirt
Black tie
Black socks
Black shoes

Women

Long sleeve white or black dress
Or white blouse and black skirt
Stockings to match
With white or black shoes

Jewellery **should not** be worn by Graduands/Diplomands, with the exception of wedding, engagement and signet or similar rings.

The University is aware of the many cultures and traditions inherent in its student body. Graduands/Diplomands are welcome to wear garments which reflect those cultures and traditions.

By custom, Graduands and Diplomands at Rhodes University **do not wear mortar boards** at the Graduation ceremony. Extravagant or fancy hair styles for men or women are out of keeping with the dignity of the Graduation ceremony.

What should my guests wear?

Guests are welcome, and even encouraged, to wear academic dress. The dress for the evening is usually more formal than that worn at the morning ceremonies. Most men wear dark suits to the evening ceremonies and many women wear long dresses. Guests are also welcome to wear traditional garments or dress.

Where do I purchase/hire academic dress? (form included separately)

The official robe-makers to Rhodes University, Messrs T. Birch & Co. (Pty) Ltd (Birch's) - PO Box 66, Grahamstown, 6140, maintains a rental stock of Graduate gowns and hoods for the convenience of students at Rhodes University. Please use the Birch's order form enclosed and deal directly with the shop. Queries can be directed to grad.orders@telkomsa.net or tel: (046) 622 7010 or fax: 046 6225091 / 046 6227809. The relevant order form has been included in your graduation pack for your convenience.

Section 3: Attending Graduation/Seating for Ceremonies

When should my guests be seated?

The ceremonies are held in the main auditorium at the 1820 Settlers Monument. Doors will be opened at 16:30 on the Thursday evening; 09:00, 13:30 and 16:30 on the Friday and 09:00 on the Saturday.

Please move into the auditorium early. Please note the seats that are vacant 15 minutes before the ceremony commences will be allocated to guests holding TV Hall Tickets. Late comers or those with ticket problems should report to the box office at the main entrance.

Children under the age of 15 years will not be allowed entrance to the auditorium. They can watch the ceremony on closed-circuit television in Thomas Pringle Hall, but must be accompanied by an adult.

When should the Graduands and Diplomands be seated?

Graduands and Diplomands should be seated half an hour before the commencement of the ceremony. Seating plans for the Graduands and Diplomands will be on display outside the auditorium. Detailed instructions for the guidance of Graduands and Diplomands in receiving degrees/diplomas will be found on the seats reserved for them.

Are cameras allowed into the auditorium?

Patrons are NOT ALLOWED to use video, digital or still cameras in the Auditorium. Professional photographers will be present at and after each ceremony (please see section 5 for details). A DVD of the ceremonies will also be available, please see insert for details.

Parking

Parking facilities for Graduands, Diplomands and their guests are on a first-come, first-served basis. Please note that access to the reserved parking area is restricted to "Reserved Parking" ticket holders only.

Section 4: Other Graduation Events

Garden Party

The Garden Party will be held on the Drostdy Lawns at 15:15 on Saturday, 9 April 2011. If the weather is not suitable for the Garden Party, it will be cancelled and an announcement to this effect will be made after the Saturday morning ceremony. (There is no indoor venue in Grahamstown large enough to accommodate the crowd.) *Please note that academic dress must be worn by graduands/diplomands.*

Graduation Ball

The Graduation Ball will be held on Saturday, 9 April 2011 at 19:00 (7pm) at the 1820 Settlers' Monument, Grahamstown. The ball is organized by the Grahamstown Round Table service organization and all proceeds go to charity. A limited number of tickets will be allocated on a **first-come, first-served basis** at a cost of R350 per couple.

If you are interested in attending this event, please complete the on-line booking form found on the Rhodes Graduation Ball Website at www.gradball.co.za. All information regarding banking details, payment, special dietary requirements, table seatings, etc. can all be found on this website.

PLEASE NOTE: The website will only open for bookings on 1 February 2011.

If you have any queries or problems accessing the website after 1 February 2011, please e-mail info@gradball.co.za or call Garry Jevons on 079 5088 707. Limited wine will be provided and a cash bar will be available. Guests may not bring liquor onto the premises. Drunken and/or disorderly behaviour will not be tolerated.

Section 5: Practical Aspects/Services available

Accommodation (form included separately)

The University provides bed and breakfast accommodation in certain student residences for guests, Graduands and Diplomands for the nights of Thursday 7 April 2011, Friday 8 April 2011 and Saturday 9 April 2011.

RATES:

R280-00 (incl.VAT) per night per guest

R250-00 (incl.VAT) per night per Graduand/Diplomand (provide student number).

The enclosed booking form should be completed and submitted with full payment to:
The Conference Manager
Rhodes University
PO Box 94
Grahamstown, 6140

Faxed to: (046) 6038962 or e-mailed to: conference@ru.ac.za

Connecting transport

Shuttle services between Port Elizabeth and Grahamstown are operated by private transport services (see below for some options) - please contact them directly to make enquiries or bookings.

Rhode Trip (shuttle service)

Contact: Matthew Slater

Cell: 082 925 5971

Email: rhodetrip@ru.ac.za

Fax: 0862 166 547

Website: www.rhodetrip.co.za - make your on-line booking quickly and easily.

Perlemoen Escapes (shuttle service & assistance with accommodation bookings)

Contact: Susan Gombert

Cell: 0844 044 546

Telephone and Fax: (046) 636 2986

E-mail: susan@perlemoenesapes.co.za

Website: www.perlemoenesapes.co.za

Sure Go Travel (flights, bus service, shuttle service & accommodation bookings)

Bus timetables and bookings for Greyhound, Mini-lux, Intercap and Cityliner

Assistance with booking flights, accommodation and shuttle services

Telephone: (046) 622 2235

Fax: (046) 6223982

E-mail: marian@suregotravel.co.za (Marian Lanham for travel arrangements)

E-mail: meena@suregotravel.co.za (Meena Harjeven for accommodation bookings)

Translux and City to City (bus service)

Bus timetables available at Makana Tourism Bureau – 63 High Street, Grahamstown

Telephone: (046) 622 3241

Fax: (046) 622 3266

E-mail: info@grahamstown.co.za

Website: www.grahamstown.co.za

Degree framing

At the annual Graduation Ceremonies, a professional degree framer is available to frame your degree parchment. It is advisable to do this, to prevent possible damage to the parchment. The University is not involved in this transaction and accepts no responsibility for any mishaps.

Lamination of parchments

In recent years Graduands have opted to have their Degree parchments laminated. It is important to realise that the Degree parchments currently issued lend themselves to **COLD LAMINATING ONLY**. Hot laminating will damage the parchment irreparably.

Photographs

At the annual Graduation Ceremonies, it has been customary for selected professional studios to take individual photographs of graduands being capped by the Chancellor and hooded by the Registrar in the auditorium. These photographs are then available from the studios concerned. The University is not involved in the transaction and accepts no responsibility for any mishaps. Guests are reminded that no flash photography is allowed within the main auditorium during the graduation ceremonies.

Studio photographs

Photographic studio services will be available. These studios will operate from the foyer of the Monument.

Section 6: The Alumni Relations Office

A lifelong association – once a Rhodian, always a Rhodian!

The Alumni Relations Team extends our heartiest congratulations to you on your graduation. You have joined a distinguished and select group of individuals who have a Rhodes degree. Our job is to help you maintain contact with the University, as well as with the friends you have made in your time here.

We do this by: arranging reunions; providing a “Find-a-Friend” service; keeping you up-to-date with happenings at Rhodes through our electronic newsletters and maintaining the Rhodes Alumni webpage at: <http://www.ru.ac.za/alumni> where you can update your contact details, send in personal news and get information on forthcoming activities.

If you wish to know more, please contact us at alumni@ru.ac.za or call in and see us at Alumni House (between Eden Grove and the Block House) in Lucas Avenue.

Wishing you all the best for the future and don't forget to look out for our table at graduation!

The Alumni Relations Team

Section 7: Convocation and Old Rhodian Union

Convocation

All persons who are graduates of Rhodes University become, in terms of the University Statute, members of the Convocation of the University. Graduands are requested to notify the Secretary (who is the Registrar) of any change of address. Kindly forward any change in your address to the Alumni Office at alumni@ru.ac.za. The Annual General Meeting of Convocation is held at Rhodes each year. In 2011 the AGM meeting will be held on Saturday, 27 August 2011.

Dr Stephen Fourie
(Secretary of Convocation)

Old Rhodian Union (ORU)

December 2010

Dear Rhodian,

It gives me great pleasure to congratulate you on the achievement of graduate status and to welcome you to membership of Convocation and of the Old Rhodian Union. Membership of ORU (but not of Convocation) is also open to non-graduate past students. As a member of Convocation you will be entitled, after Graduation, to attend the Annual General Meetings of this statutory body and to participate in the performance of its functions. In order to exercise these rights, please ensure that the University has your current contact details, including e-mail and postal addresses.

Membership of the Old Rhodian Union entitles you to attend all ORU functions, including periodic reunions, either in Grahamstown or in other centres. Regular editions of the Newsletter will be sent to you, provided that your correct postal/e-mail address is known to the University at all times. In welcoming you to the ranks of Rhodes University alumni, we urge you to take an active interest, throughout your life, in the affairs of Convocation, the Old Rhodian Union and the University as such. Please help us to maintain contact with you and we appeal to you to let us have news of yourself and other Old Rhodians from time to time.

With very best wishes for the future,

Yours sincerely

Paulette Coetzee
Honorary Secretary (ORU)

Section 8: The National Research Foundation

National Research Foundation Register of Graduates

The NRF (formerly called the HSRC) has asked the University to provide information annually about new graduates and I am writing to you because the University has undertaken not to disclose information to third parties without the approval of the student.

Since the 1960s the NRF has maintained and extended a register of graduates of RSA universities. The available information has been and will be used, *inter alia*, for demand and supply studies in various occupations and fields of study, projects on the manpower situation of specific groups (for example new graduates), studies on occupations and fields of study, salary research and statistics on education. The data will be used only for research purposes and names and addresses will not be divulged without the specific approval of those concerned.

In addition to the information already available in the graduation programme, namely, surname, other names, qualification obtained, field of study and/or specialization and major subjects, the NRF wishes to have the following: sex of graduate; population group; date of birth; postal address/residential address/permanent address.

If you do not wish to permit the additional information not in the Graduation Programme to be disclosed, please complete the form at the end of this document and return it to me via the Student Bureau. If I do not hear from you by 18 March 2011, I will assume that you have no objection to my providing the information requested.

Dr Stephen Fourie
(REGISTRAR)

NRF Declaration

The Registrar, Rhodes University, Grahamstown, 6140

I am **not prepared** to authorize the disclosure to the NRF of any information about me which is not already publicly available.

Signature: _____

Student No.: _____

Name: _____

PLEASE USE BLOCK LETTERS

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