

INFORMATION BROCHURE

Dear Graduand,

The DUT congratulates you on your academic achievement!

The culmination of a student's studies is a graduation ceremony. Students look forward to this day when they can share their achievement with loved ones and receive their certificates proudly. Every year, the University traditionally hosts in excess of 26 graduation ceremonies and during this time, approximately 9000 graduands and their families from all over South Africa and beyond our borders descend upon the University.

The current global crisis of the COVID-19 pandemic has, unfortunately, cast a shadow on this milestone. We realise the importance of graduation in the lives of our students, parents, family and friends and it is regrettable that we find ourselves in this situation. The World Health Organisation has emphasised that the pandemic is a global, but also an 'individual' responsibility, referring to the precautionary measures that need to be taken by governments, companies, institutions, organisations and all citizens.

After due consideration of inputs from the University's Executive Management Team, the Executive Committee of Senate, the DUT COVID-19 Task Team, and taking into account national developments, the DUT will continue as planned with the 2022 Virtual graduation ceremonies scheduled to take place on 13 and, 16 May 2022. The decision to proceed with the Virtual graduation ceremonies was taken in order to allow students to receive their qualification awards (certificates) which some may need in order to secure employment. Logistical delays that the re-introduction of physical graduation ceremonies may involve, need not cause unnecessary delays for the actual receipt of certificates to unlock job opportunities. Thus, virtual graduation ceremonies as initially planned will take place and will then be followed by celebratory physical graduation ceremonies, which dates will be announced in due course. The 2022 Autumn celebratory physical graduation ceremonies will be communicated accordingly to all university stakeholders using the official DUT communication platforms and to the graduates of the class of 2021. We appreciate your support and understanding for these decisions that have been taken in your best interest.

The virtual ceremony referred to above will enable us to confer the qualification on you both ceremonially and legally, which will enable you, thereafter, to receive your actual certificate (**subject to all arrear fees being settled and outstanding documents being submitted**).

The virtual ceremony, where all qualifications will be conferred to graduands whose names appear in the 2022 Autumn graduation roll, will be held on **Friday, 13 May at 12:00 and Monday, 16 May 2022 at 12:00**. The ceremony may be viewed on YouTube as well as on the DUT website. Links will be created on both these platforms where the graduation booklets can be accessed with your name and qualification.

For further information and updates with regard to the virtual graduation ceremonies and the celebratory physical graduation ceremonies, please check the DUT graduation webpage **[CLICK HERE](#)**

ISSUED THROUGH THE OFFICE OF THE REGISTRAR

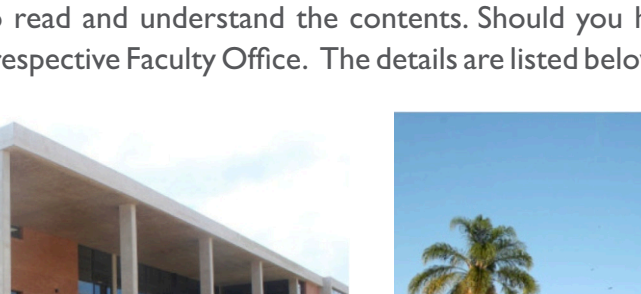
Dr MJ Nkonoane

SCHEDULE OF 2022 VIRTUAL AUTUMN GRADUATION CEREMONIES

Friday, 13 May 2022 | 12:00



Monday, 16 May 2022 | 12:00



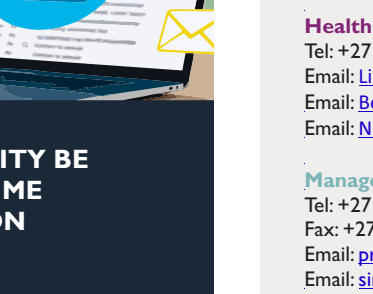
WWW.DUT.AC.ZA



Graduands and their family and friends will be able to follow the virtual proceedings online. The virtual graduation links will be made available on the DUT website and YouTube channel on the day of your graduation. Qualifications are being awarded in absentia by the Chancellor, who in terms of our Institutional Statute "confers degrees on behalf of the University".

CLICK HERE

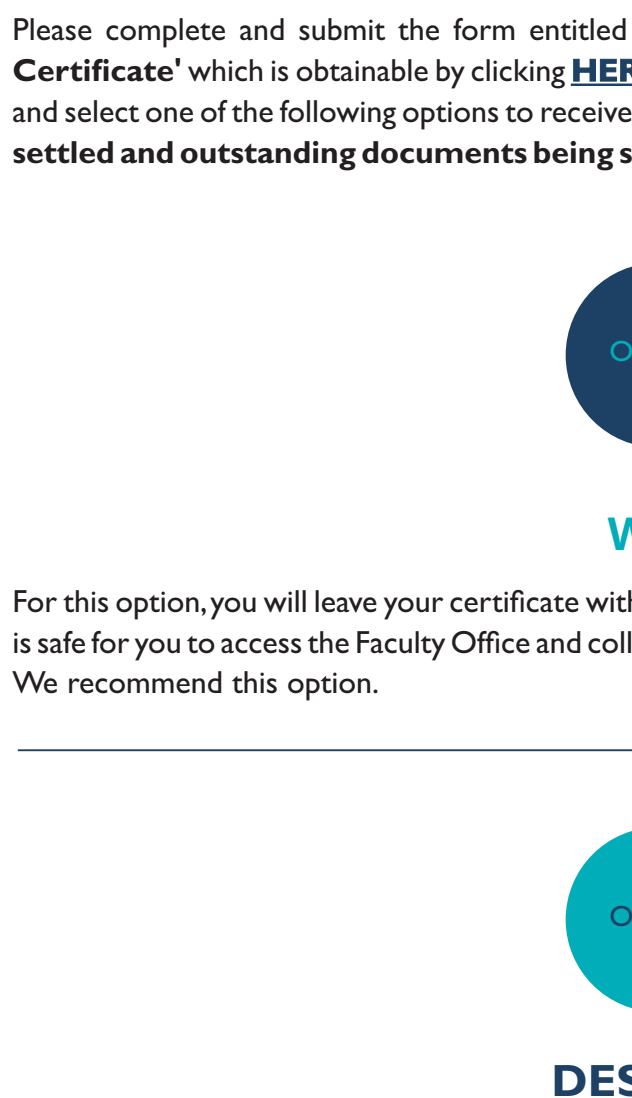
To confirm your participation in the virtual graduation ceremony and to update your contact details



ENVISION2030 transparency • honesty • integrity • respect • accountability
fairness • professionalism • commitment • compassion • excellence

INFORMATION AND PROCEDURES REGARDING YOUR VIRTUAL AUTUMN GRADUATION CEREMONY

The Durban University of Technology (DUT) congratulates you on your achievement. This brochure contains important information that is designed to make your day as flawless and enjoyable as possible. Make every effort to read and understand the contents. Should you have queries of an academic nature, contact your respective Faculty Office. The details are listed below.



MIDLANDS

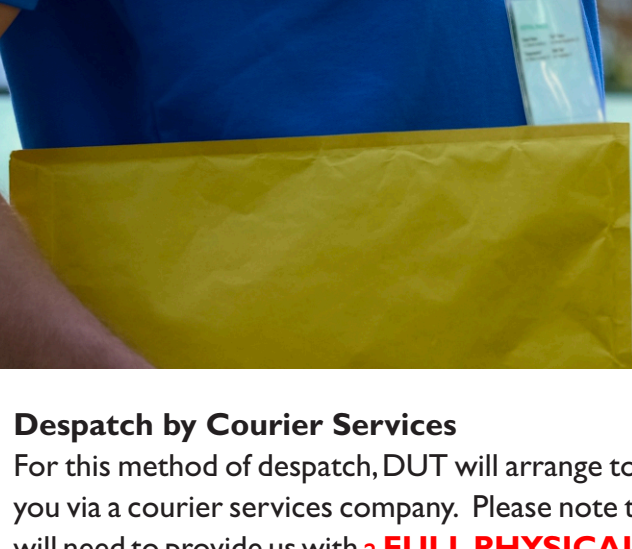
Accounting and Informatics
Email: zamandoc@dut.ac.za
Tel: +27 (0)33 845 8815

Arts and Design
Email: upasnar@dut.ac.za
Tel: +27 (0) 33 845 8927 / +27 (0)33 845 8959
Fax: +27 (0)33 845 8936

Engineering and the Built Environment
Email: nontkuleko72@dut.ac.za
Tel: +27 (0)31 373 3141

Health Sciences
Email: Lindaa@dut.ac.za
Tel: +27 (0)31 373 2566

Management Sciences
Email: manjub@dut.ac.za
Tel: +27 (0)33 845 8815



HOW WILL THE UNIVERSITY BE COMMUNICATING WITH ME REGARDING GRADUATION ARRANGEMENTS?

The university will communicate with you via email using **ONLY** your official **DUT4Life** email address. You are encouraged to check your DUT4Life email address regularly to ensure that you do not miss important communication from the University.



DURBAN

Accounting and Informatics
Tel: +27 (0)31 373 5520/5418/5152
Email: sandram@dut.ac.za
Email: deborah@dut.ac.za
Email: lwandile@dut.ac.za
Tel: +27 (0)31 373 5520/5418/5152

Arts and Design
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Fax: +27 (0)31 373 6518
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Email: Paupop@dut.ac.za
Email: Ntombenzinile@dut.ac.za

Applied Sciences
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Email: nonhlanhlan3@dut.ac.za
Email: fas@dut.ac.za
Email: sgiba@dut.ac.za

Engineering and the Built Environment
Tel: +27 (0)31 373 3040/2186 / 2718 / 2716 / 3041 / 6855
Email: singeln@dut.ac.za
Email: maizibukv@dut.ac.za
Email: denishag@dut.ac.za
Email: fathimaa3@dut.ac.za
Email: hthandekaz@dut.ac.za
Email: sazisom@dut.ac.za

Health Sciences
Tel: +27 (0)31 373 2702/2446/2566
Email: Lindaa@dut.ac.za
Email: Benedicta@dut.ac.za
Email: Nokuthulisi@dut.ac.za

Management Sciences
Tel: +27 (0)31 373 5441/5157/6339/5403/5156
Fax: +27 (0)86 674 1216
Email: pregashm@dut.ac.za
Email: simeon@dut.ac.za
Email: DesayC@dut.ac.za
Email: Sham15@dut.ac.za
Email: thobanem@dut.ac.za
Email: celwene@dut.ac.za
Email: SisoleleW1@dut.ac.za

PROCEDURE FOR ISSUING CERTIFICATES

All qualifying 2021 autumn graduands will receive their qualifications in absentia. This decision was taken to enable DUT to make your graduation documents available to you, as we realise that you may need your documentation for career opportunities or further study. We have arranged 3 options that comply with COVID-19 regulations and protocols that are designed to ensure the safety of our graduates and staff for our graduates to obtain their certificates.

Please complete and submit the form entitled 'Request for the despatch of a Graduation Certificate' which is obtainable by clicking **[HERE](#)** (select your Faculty Folder and look for Form 26) and select one of the following options to receive your certificate (**subject to all arrear fees being settled and outstanding documents being submitted**):

OPTION 01

WAIT

For this option, you will leave your certificate with the University where it will be kept securely until it is safe for you to access the Faculty Office and collect your certificate.

We recommend this option.

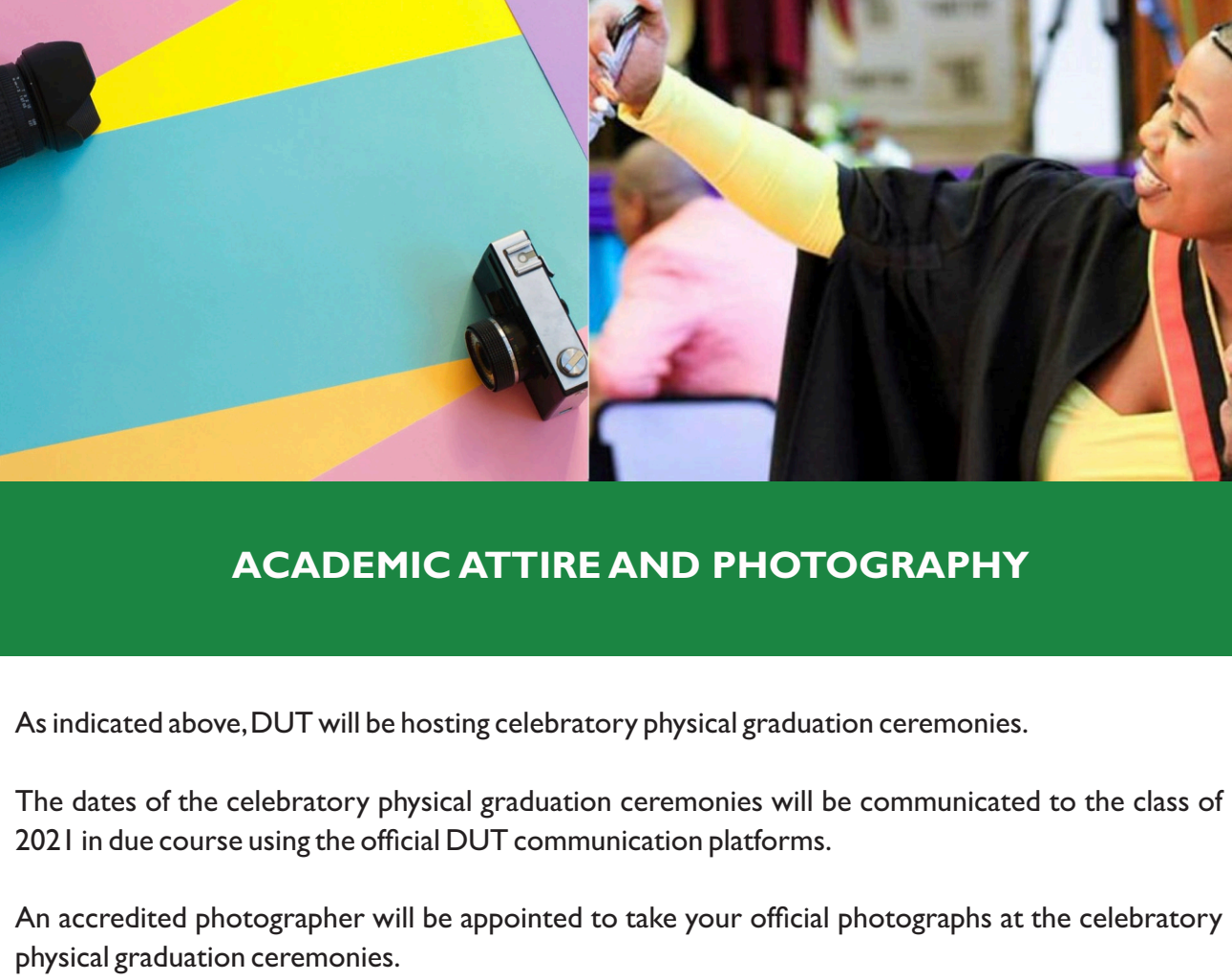
OPTION 02

DESPATCH

DUT WOULD COMMENCE DESPATCHING CERTIFICATES BY 23 MAY 2022

For this option you will need to –

- Check and update your FULL address and contact details prior to submitting your request on the student self-service iEnabler system using the following link: https://mercury.dut.ac.za/pls/prodi41/w99pkg.mi_login?numtype=5.
- Select which method of despatch you require:-



Despatch by Courier Services

For this method of despatch, DUT will arrange to have your degree/diploma certificates couriered to you via a courier services company. Please note that when selecting despatch by courier services you will need to provide us with a **FULL PHYSICAL ADDRESS**. The physical address cannot be a **P O Box address**. Failure to supply a full physical address will result in your certificate not being delivered.

Despatch by Registered Mail

For this method of despatch, DUT will arrange to have your degree/diploma certificates posted to you by registered mail.

- Please note that when selecting despatch by registered mail you will need to provide us with a **FULL POSTAL ADDRESS**.
- A tracking number will be provided to you once the certificates have been dispatched with a link to the South African Post Office Track and Trace webpage.
- In South Africa, you will not receive the documents at your physical address. Rather, your nearest Post Office will send you a notification to collect your documents from that branch.

OPTION 03

COLLECT AT THE CELEBRATORY PHYSICAL GRADUATION CEREMONIES

Graduands may choose to wait and collect their certificate at the celebratory physical graduation ceremonies. The dates of the celebratory physical graduation ceremonies will be communicated to the class of 2021 in due course using the official DUT communication platforms.

Please check your DUT4Life email regularly for updates.

COSTS TO DESPATCH CERTIFICATES

Should you elect not to 'Wait' but rather to have your graduation certificate couriered to you then DUT will cover the costs for either of the above despatch options.

Please ensure that your address details on the student portal is updated with the most recent postal and physical address, as we would be using the address on the system to courier/mail your documents to you.



ELECTRONIC TRANSCRIPT

You may request an electronic copy of your graduation certificate and statement of academic results (which will indicate that you were awarded the qualification) from your relevant Faculty Office (subject to all arrear fees being settled and outstanding documents being submitted).

No Scanned and **certified copies** of certificates and statement of academic results will be made available.

OUTSTANDING FEES

All arrear fees owed to the university must be paid in full before the certificate is issued to you. Please contact the Finance Department using the following details to make arrangements concerning payment of fees.

Fee Enquiries Office Durban-MLS
Ms Lenershree Moodliar (031) 3735164 - lenershroom@dut.ac.za
Ms Nokwazi Makhanya (031) 3732379 - nokwazim@dut.ac.za
Mr Noelan Pillay (031) 3733103 - noelanp@dut.ac.za
Mrs Bernice Reynolds (031) 3735248 - bernicer@dut.ac.za

Fee Enquiries Office Midlands
Ms Zuzile Ndimande (033) 845 8823 - ZuzileN@dut.ac.za
Ms. Ntando Mdletshe (033) 845 8905 - Meltan@dut.ac.za

ACADEMIC ATTIRE AND PHOTOGRAPHY

As indicated above, DUT will be hosting celebratory physical graduation ceremonies.

The dates of the celebratory physical graduation ceremonies will be communicated to the class of 2021 in due course using the official DUT communication platforms.

An accredited photographer will be appointed to take your official photographs at the celebratory physical graduation ceremonies.

You may purchase or hire your academic attire from House of Graduates who are the official suppliers and they will provide the correct attire for your qualification. Further information in this regard will be provided closer to the celebratory physical graduation ceremonies

For more information on the House of Graduates, please **[CLICK HERE](#)**

House of Graduates

HEAD OFFICE
DURBAN
110 Umhlanga Rocks Drive
Durban North, 4083, KwaZulu-Natal, South Africa
GPS: 29°46'02.775 31°02'25.77E
TEL: 031 301 8015
Email: info@houseofgraduates.co.za
Website: <http://houseofgraduates.co.za/>

SOCIAL

We encourage graduates and families to post using the special graduation hashtags to share excitement, encouragement, and celebration via written posts, pictures, and videos.

#DUTVirtualAutumnGraduation
#DUTVirtualAutumnGrad2022
#amDUT2022

ADVANCEMENT AND ALUMNI RELATIONS

Now that you have graduated, you are officially a member of the alumni community. Alumni of the Durban University of Technology belong to a distinguished network of graduates whose competencies, successes, and contributions enable them to make their mark wherever they may be.

Our alumni community provides a true reflection of our institution's quality, image, and reputation. Your involvement is important for the growth and development of the Durban University of Technology. The Advancement and Alumni Relations Office is committed to keeping you informed, engaged and welcomes your suggestions for events, engagement opportunities, and better communication.

Stay Connected with your Alma Mater!

Website www.dutalumni.com
Email: alumni@dut.ac.za

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