



## INFORMATION BROCHURE

**MIDLANDS**  
**12-13 MAY 2025**

**DURBAN**  
**19-27 MAY 2025**

The Durban University of Technology (DUT) congratulates you on your achievement. This booklet contains important information that is designed to make your day as flawless and enjoyable as possible. Please make every effort to read and understand the contents.

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# DEAR GRADUAND,

The Durban University of Technology cordially invites you to attend the 2025 Autumn Graduation ceremonies and to honour and recognise the achievements of all our graduates.

## MIDLANDS



DATE 12 - 13 May 2025

VENUE Indumiso Campus Hall,  
15 FJ Sithole Road, Imbali,  
Pietermaritzburg



**! IMPORTANT:** You should be at the graduation venue two hours before your session starts.

## PARKING



Sports Ground,  
Indumiso Campus  
and FET Parking.

Entrance Fee: Free

## DURBAN



DATE 19 - 27 MAY 2025

VENUE Olive Convention Centre,  
81 Somtseu Road, North Beach,  
Durban



**! IMPORTANT:** You should be at the graduation venue two hours before your session starts.

## PARKING



Olive Convention  
Centre Undercover  
Parking.  
Entrance Fee: R50

Hoy Park  
Entrance Fee: Free

[CLICK HERE](#)

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

The reply form **must be completed at least 7 days** prior to your graduation date, even if you are not attending.





## SCHEDULE FOR THE 2025 AUTUMN GRADUATION CEREMONIES

[CLICK HERE](#)

To view your graduation schedule.

### PLEASE NOTE:

Graduands are required to strictly adhere to the dates, times, and sessions as allocated in the schedule above. Unfortunately, you will not be granted a further opportunity to attend an alternate graduation ceremony, should you miss your allocated session. If you are unsure of which session to attend, kindly contact your relevant Faculty Office who will advise you of the correct date, time, and session of your ceremony.



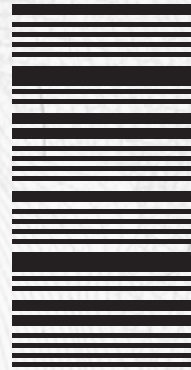
This is official information about graduation and any other unofficial information should be disregarded, the university will not be held liable for graduands following incorrect information.



# REGISTRAR'S CONGRATULATORY MESSAGE



1. NAME  
Maditsane
2. SURNAME  
Nkonoane
3. TITLE  
Dr
4. POSITION  
Registrar

[illegible]

As the custodian of the student life-cycle (from admission to graduation and beyond), it gives me great pleasure to convey my hearty message of felicitation to all our graduandi and Diplomandi during this graduation season.

The graduation season marks the culmination of dreams and hopes that first informed your choice of Durban University of Technology as your preferred intellectual home, and therefore, your university of choice. As we usher you into our Convocation, which is an exclusive club of our graduates and diplomates, we fervently believe that you will pursue lifelong learning through higher stud-

ies and ultimately become the very adaptive and impactful graduates we have prepared you to become through our distinctive education. As we usher you back to your families, both nuclear and extended, it remains our fervent belief that you will take your rightful places by being torch bearers who will not only improve the lives and livelihoods of your own families but our society in general.

DUT continues to be a great university whose establishment and continued functioning like that of all great universities, has required considerable effort and expenditure.



As Woodrow Wilson said: "A university should be an organ of memory for the state in the transmission of its best traditions. Every man/woman sent out from a university should be a man/woman of his nation as well as a man/woman of his nation". And Prince Bismarck was even more specific—"one third of the students of German universities broke down from overwork, another third broke down from dissipation, and the other third ruled Germany" I leave it to each of you to decide which category you fall in. Go out and rule South Africa and fly the DUT flag higher and higher!

Our **ENVISION2030** clearly highlights that "our people will be creative, innovative, entrepreneurial, and adaptive to the changes in the world".

Please go out to the world and provide innovative solutions for the challenges facing our society through your business ventures, employment, and any other ventures you embark on. Go out to the world, represent us, and come back and tell us where you are and how you are making us proud.

Once more, congratulations on your fine achievements worthy of emulation, not only by your peers but by future generations. I look forward to celebrating with you and your families who will recite celebratory ululations and totems known as Izithakazelo/Direto/Diboko.

Kuse Khaya La!

**Dr Maditsane Nkonoane**  
Registrar







## IMPORTANT NOTICE

### PUNCTUALITY AT GRADUATION CEREMONIES

**Dear graduands and guests,**

We would like to emphasize the importance of arriving on time for the graduation ceremony.

This is an exciting and significant event for you and your loved ones, and we want to ensure that everyone can fully enjoy and participate in the occasion.

Please make sure to plan your travel in advance, taking into consideration factors such as distance, road conditions, and peak hour traffic. It is essential that you arrive at the venue with plenty of time to spare and **be seated 30 minutes before the start time.**

**We would like to remind you that the doors to the main hall will close promptly 30 minutes prior to the start time, and latecomers (both graduands and guests) will not be admitted into the venue once the ceremony has started.**

We regret that no exceptions can be made.

Thank you for your cooperation and understanding, and we look forward to celebrating with you at the graduation ceremony.

CEREMONIES	DOORS CLOSE	SESSION STARTS
SESSION 1	08:30	09:00
SESSION 2	13:30	14:00
SESSION 3	17:30	18:00







YOUR STORY,  
YOUR IMPACT  
YOUR CELEBRATION



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# INFORMATION AND PROCEDURES REGARDING YOUR CEREMONY

## FACULTY CONTACT DETAILS

Should you have any queries with regard to the graduation ceremony, you may contact your respective Faculty Office. The details are listed below.



### DURBAN

**T** +27 (0)31 373 5520 / 5418 / 5152  
**E** SimlindeleC@dut.ac.za  
**E** SthembileM4@dut.ac.za  
**E** lwandilec@dut.ac.za

### MIDLANDS

**T** +27 (0)33 845 8820  
**E** zamandosic@dut.ac.za

### DURBAN

**T** +27 (0)31 373 2506 / 2717 / 3036  
**E** fas@dut.ac.za  
**E** nonhlanhlan3@dut.ac.za  
**E** spha@dut.ac.za



### DURBAN

**T** +27(0)31 373 6520/ 19 / 21 / 23  
**E** zodidin@dut.ac.za  
**E** Rajesp@dut.ac.za  
**E** Ntandox@dut.ac.za

### MIDLANDS

**T** +27 (0) 33 845 8927 / 8959  
**F** +27 (0)33 845 8936  
**E** upasnar@dut.ac.za  
**E** sandrak@dut.ac.za





## DURBAN

**T** +27 (0)31 373 3040 / 2186 /2718 /2716 / 3041 / 6855

**E** singhn@dut.ac.za

**E** mazibukv@dut.ac.za

**E** denishag@dut.ac.za

**E** fathimaa1@dut.ac.za

**E** thandekaz@dut.ac.za

**E** sazisom@dut.ac.za

## MIDLANDS

**T** +27 (0)31 373 3141

**E** nonkululekoM2@dut.ac.za

## DURBAN

**T** +27 (0)31 373 2702 / 2446 / 2566

**E** Lindaa@dut.ac.za

**E** Benedictal@dut.ac.za

**E** NokuthulaSI@dut.ac.za

## MIDLANDS

**T** +27(31) 373 2566

**E** Lindaa@dut.ac.za



## DURBAN

**T** +27 (0)31 373 5441 / 5157 / 6339 / 5403 / 5156 / 5623 / 5625

**F** +27 (0)86 674 1216

**E** pregashn@dut.ac.za

**E** simeonr@dut.ac.za

**E** DevagiC@dut.ac.za

**E** thobanem@dut.ac.za

**E** celiwen@dut.ac.za

**E** ThandoN@dut.ac.za

**E** MeganM2@dut.ac.za

**E** SikelelwaM@dut.ac.za

## MIDLANDS

**T** +27 (0) 31 373 2265

**E** SikelelwaM@dut.ac.za



# GRADUAND ARRIVAL



1

When you arrive at the ceremony, report to your allocated table in the foyer of the venue at least **two hours** before the commencement of the ceremony.



2

You are requested to show either your **Student Card, ID or Passport** when collecting your seating card and guest tickets.



3

A seating card with your name, qualification and seat number will be handed to you, together with your guest tickets.

Please ensure that you sit according to your seat number.

Graduands must be seated **30 minutes** before the ceremony starts.



4

**Doors to the main hall will close promptly 30 minutes prior to the start time.**

**LATECOMERS WILL NOT BE ADMITTED INTO THE VENUE AFTER THE CEREMONY HAS STARTED.**



YOUR STORY,  
YOUR IMPACT  
YOUR CELEBRATION



# TICKETS AND SEATING FOR GUESTS



You may invite a maximum of **three guests** to attend the ceremony with you.

We regret that no extra guests can be accommodated.



Guests must be seated in the graduation venue at least **30 minutes** before the ceremony starts. Seats for guests are not reserved by name; ushers will be on standby to seat guests accordingly.

**Doors to the main hall will close promptly 30 minutes prior to the start time.**

**Guests arriving after the ceremony has started will not be allowed into the venue.**



The **guest tickets** will be available for collection at the demarcated area in the graduation venue, from 07:30 for the 09:00 ceremony, 12:30 for the 14:00 ceremony and at 16:30 for the 18:00 ceremony.



Strict security measures will be in place for the duration of the graduation ceremony.

**Please be advised that no persons will be allowed access to the ceremony without a ticket.**



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### Children Under 10 Years Not Permitted:

For the comfort and enjoyment of all attendees, please note that children under the age of 10 will not be permitted into the graduation venue.

This approach is in place to ensure a focused and uninterrupted experience for all guests, as graduation ceremonies often involve speeches, presentations, and moments of significance that benefit from a quiet and respectful atmosphere.

We kindly request that parents and guardians make necessary arrangements for the care of young children who fall under this age bracket.



### Parental Responsibility for Children's Behaviour:

It's essential that every parent and guardian takes responsibility for the behaviour and well-being of their children (10 years and over) throughout the course of the graduation ceremony. We understand that families come together to celebrate this important milestone, and children (10 years and over) may be present to share in the joy. However, in order to maintain a smooth and respectful environment, we kindly request parents and guardians to keep a close watch on their children and ensure that they remain seated for the full duration of the ceremony.

Graduation ceremonies are significant events that involve the recognition of academic achievements and the accomplishments of students. By ensuring that children are well-behaved and attentive, parents and guardians contribute to the overall positive experience of the event for all attendees. This cooperation helps to maintain the dignity of the occasion and showcases our shared respect for the graduates and their accomplishments.

We appreciate your understanding and cooperation in upholding these guidelines, which ultimately contribute to a successful and enjoyable graduation ceremony for everyone involved.

Thank you for your attention to these important matters.





# WHAT TO WEAR TO THE GRADUATION CEREMONY

In keeping with the formal nature of our graduation ceremony, we would like to remind you that the dress code is formal or traditional.

You are not permitted to wear academic dress pertaining to previously obtained qualifications. There are six styles of hoods. Each style indicates the level of academic achievement. Your hood must reflect your faculty colour as follows:



## ACADEMIC DRESS AND HEADWEAR

QUALIFICATION	SPECIFICATION FOR ACADEMIC DRESS AND HEADWEAR
Doctoral Degrees	<p>Union Jack Red gown with long-pointed sleeves pulled up in faculty colour. A hood and an oval Doctor's bonnet with faculty coloured cord and tassels.</p> <p>You should not wear the Doctor's bonnet before the certificate has been received.</p>
Masters Degrees	<p>Black gown with long-pointed sleeves, pleated up with champagne cord and button. A hood and a black mortarboard with black tassel.</p> <p>You should not wear the mortarboard before the certificate has been received.</p>
Postgraduate Diploma, Professional Bachelor's Degree, Bachelor Honours Degree	<p>Black gown with long pointed sleeves, pleated up with a black ribbon. A hood and a mortarboard with a black tassel.</p> <p>You should not wear the mortarboard before the certificate has been received.</p>
3 Year Diploma, Bachelor's Degrees, Postgraduate Certificates	<p>Black gown with long pointed sleeves, pleated up with a black ribbon. A hood and a mortarboard with a black tassel.</p> <p>You should not wear the mortarboard before the certificate has been received.</p>
3 Year Diploma	<p>Black gown with pointed sleeve, pleated up with a black ribbon. A hood and mortarboard with black tassel.</p> <p>You should not wear the mortarboard before the certificate has been received.</p>
Advanced Certificate, 2 Year Diploma	<p>Black gown with pointed sleeve, pleated up with a black ribbon. A hood and mortarboard with black tassel.</p> <p>You should not wear the mortarboard before the certificate has been received.</p>
Higher Certificate	<p>Black gown with long-pointed sleeves, pleated up with a black ribbon.</p> <p>No mortarboard and hood is required.</p>

# HOW TO HIRE YOUR ACADEMIC DRESS?

In keeping with university traditions, you must wear the correct academic dress when attending your graduation ceremony. If you do not, you might not be admitted to the graduation hall.

**PLEASE ENSURE THAT YOUR ACADEMIC DRESS COMPLIES WITH THE UNIVERSITY'S SPECIFICATIONS FOR YOUR QUALIFICATION.**



It is your responsibility to make the necessary arrangements for your academic dress for your graduation ceremony.

The university does not facilitate any arrangements in this regard. Please ensure that you order your academic dress in time for your graduation ceremony. 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. Please see the enclosed order form on how to order or purchase your academic attire.

**CLICK HERE**

For more information about the House of Graduates.

**HOUSE OF GRADUATES**  
DURBAN HEAD OFFICE  
110 Umhlanga Rocks Drive  
Durban North, 4083, KwaZulu-Natal,  
South Africa

GPS: 29°46'02.7"S 31°02'25.7"E  
T 031 301 8015  
E [info@houseofgraduates.co.za](mailto:info@houseofgraduates.co.za)  
W <http://houseofgraduates.co.za/>





# PHOTOGRAPHIC AND VIDEOGRAPHY SERVICES



An accredited photographer and videographer has been appointed to take your official photographs on stage and record all graduation ceremonies.

Your guests should refrain from taking their own photographs and any recording during the ceremony.

The accredited photographer and videographer will issue details to you on the day of your graduation for payment and collections.

For the sake of family and friends who are unable to attend the event, we will also be livestreaming the ceremonies, check our website:

[www.dut.ac.za](http://www.dut.ac.za)



# CEREMONY PROTOCOL

## ACADEMIC PROCESSION PROTOCOL

You must rise when the academic procession:

- Enters the hall at the commencement of the ceremony and remain standing until the stage party is seated.
- Leaves the hall at the end of the ceremony.



## DIPLOMA AND DEGREE RECIPIENTS

- When prompted by a DUT staff member, you will walk onto the stage from the left carrying your seating card in your right hand and your hood over your left arm.
- Once on stage, you will hand your card to the Executive Dean/Executive Dean's representative, who will read out your name.
- After your name has been read out, the card will be returned to you. You will then walk towards the Chancellor, who will confer your qualification by lightly tapping your head for a degree or offering a handshake for a diploma.
- You will then approach the Registrar/Registrar's representative, who will be at the end of the stage. You will hand your hood to the Registrar/Registrar's representative, and then turn to face the audience. A photograph is taken once the Registrar/Registrar's representative places your hood over your shoulders.
- You will then leave the stage, after which your degree/diploma /certificate will be handed to you.
- You will return to your seat and remain seated until the ceremony is concluded.





## CERTIFICATE RECIPIENTS

- When prompted by a DUT staff member you will walk onto the stage from the left-hand side.
- Once on stage, you will hand your card to the Executive Dean/Executive Dean's representative, who will read out your name.
- After your name has been read out, your card will be returned to you.
- Then walk towards the Vice-Chancellor who will congratulate you with a handshake.
- Then approach the Registrar/Registrar's representative, where a photograph will be taken.
- You will then leave the stage, after which your certificate will be handed to you.
- Return to your seat and remain seated until the ceremony is concluded.



## DURATION OF CEREMONY

- Your ceremony is expected to last approximately 2 hours. Graduates and guests are requested to remain seated for the full duration of the ceremony. As a courtesy and respect for your fellow graduates, please do not leave the venue until the ceremony is concluded.



## GENERAL

- Vuvuzelas, whistles or any noise-emitting instruments are strictly prohibited and will be confiscated before entering the hall.
- No food or drink will be allowed in the hall.
- In case of a medical emergency, a paramedic will be available.





# PROCEDURES FOR THOSE WHO DO NOT ATTEND THE CEREMONY



## OPTION 1: COLLECT

If you are unable to attend your ceremony, you may collect your degree/diploma/certificate by producing your **ID document** at your Faculty Office no later than one month after your graduation ceremony. Your driver's license will **NOT**

be accepted when collecting certificates. If you are unable to physically collect your certificate from DUT, you may arrange for the despatch of your certificate by courier services or registered mail based on your preferred method of despatch.



## OPTION 2: DESPATCH

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)

### **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=S](https://mercury.dut.ac.za/pls/prodi41/w99pkg.mi_login?numtype=S)

### **DESPATCH BY COURIER SERVICES**

Please note that when selecting despatch by courier services you will need to provide the courier services 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 despatched 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.

### **COSTS TO DESPATCH CERTIFICATES**

**Should you elect to have your certificate couriered to you, you will be required to cover the delivery costs.**

Please ensure that your address details on the student portal is updated with the most recent postal and physical address.

If the graduate is sending someone to collect their certificate on their behalf, they would need to comply with the following procedure:

- Please complete and submit the form entitled 'Authorisation of Release/ Collection of Information By Third Party' which is obtainable by clicking [HERE](#) (select your Faculty Folder and look for Form 21) or alternatively contact your relevant Faculty Office to obtain a copy of the application. Complete the authorization form (obtainable from the Faculty Office).
- The bearer must produce an original **ID/passport document**. A driver's license will not be acceptable.
- The bearer must produce a certified copy of the graduate's ID/passport.
- The release of the certificate is subject to all arrear fees being settled and outstanding documents being submitted.



# OUTSTANDING FEES

Please note that any fees owing to the university must be fully paid by **02 May 2025**. **Proof of payment should be emailed to** [DebtorsDbn@dut.ac.za](mailto:DebtorsDbn@dut.ac.za) (for Durban students) and [DebtorsPmb@dut.ac.za](mailto:DebtorsPmb@dut.ac.za) (for Midland's students) to ensure that payment is promptly allocated to your student account in order for your certificate to be issued to you at the graduation ceremony.

If your fees are not paid timeously by **02 May 2025**, you may collect your certificate from the Faculty Office 2 days after the graduation ceremony.

All arrear fees owed to the university must be paid in full before the certificate is issued to you.

Please contact the Finance Department to make arrangements concerning payment of fees.

## FEE ENQUIRIES OFFICE DURBAN-MLS:

**Mr Andiswa Sikine**  
T (031) 373 5164  
E AndiswaSI@dut.ac.za

**Mr Mqobi Dube**  
T (031) 373 2379  
E Mqobid@dut.ac.za

**Ms Noluthando Nciki**  
T (031) 373 3103  
E NoluthandoN@dut.ac.za

**Mrs Bernice Reynolds**  
T (031) 373 3119  
E BerniceR@dut.ac.za



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**FEE ENQUIRIES OFFICE  
MIDLANDS:**

**Ms Zuzile Ndimande**  
T (031) 373 6055  
E [ZuzileN@dut.ac.za](mailto:ZuzileN@dut.ac.za)

**Ms Yenziwe Mbatha**  
T (031) 373 6055  
E [YenziweM@dut.ac.za](mailto:YenziweM@dut.ac.za)



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# ADVANCEMENT AND ALUMNI RELATIONS



ConGRADulations – let's take a moment to celebrate your success on this momentous occasion, your graduation ceremony. After all those late nights of studying, the fun you had to forego, and many other sacrifices, you have finally ascended the mountain. So take a moment to enjoy the view and savour the moment. With qualification in hand and a megawatt smile on your face – we welcome you to the esteemed Durban University of Technology alumni community.

Your alumni community will be the thread that connects you to where your story began and continue to support you as you transition through the various stages of life's journey. Alumni of the Durban University of Technology belong to a distinguished network of graduates whose competencies, successes, and contributions enable them to make their DUT excellence mark wherever their journey takes them. We at the Advancement and Alumni Relations unit are committed to keeping you informed and engaged – our inboxes are open and ready for suggestions. We also look forward to sharing opportunities with you which will not only upskill and ensure your success but also promote the culture of paying it forward with our current students.

Take out your phones and connect with your Alma Mater now on our DUT Connect platforms:

**W** [www.dutalumni.com](http://www.dutalumni.com)  
**E** [alumni@dut.ac.za](mailto:alumni@dut.ac.za)

**X** @DUTalumni  
**f** @DUT Alumni  
**@** @dutalumni  
**in** @dutalumni





# GRADUATE SURVEY



Dear Graduate,

Your feedback is invaluable to us. As part of our ongoing efforts to improve and enhance our programmes, we kindly request your participation in our Graduate Survey. Please take a moment to complete our Graduate Survey.

You should have received an SMS with a link to the survey and a password. Click on the link, enter the password provided in the SMS (e.g., LMCG7), and submit your responses.

Below is an example of the SMS for Applied Sciences:

Your feedback is invaluable to us and will help us continue to refine and optimize our offerings.

## **Applied Sciences**

Dear Graduate, kindly click on the link to complete the Graduate Survey and use the password LMCG7.

<https://surveys.dut.ac.za/evasys/online> [example only]

Thank you for your participation.

Centre for Quality Promotion & Assurance





# SOCIAL MEDIA



@DUT\_Tweets

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

Be sure to follow us on all our social media platforms to:

- Find and share your graduation photos
- Engage with fellow graduates
- Relive the highlights from your special day

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YOUR STORY,  
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@dut\_official1



@Durban University of Technology



@MultiMediaDeptLive



@DurbanUniversityofTechnology



For further information and updates with regard to the 2025 Autumn Graduation ceremonies, please check the DUT graduation webpage:

**CLICK HERE**

Follow us now and tag us in your graduation moments!

#DUTGrad2025  
#YourStoryYourImpactYourCelebration  
#StampedWithPossibilities  
#ClearedForTakeoff  
#AdaptiveGraduates

## Disclaimer: Graduate Photos on Social Media

By attending the DUT Graduation Ceremony, graduates and guests acknowledge that photos and videos may be captured during the event. These images may be shared on our official social media platforms and other communication channels to celebrate this special occasion.



@dutofficial

YOU  
YOU  
YOUR