



# HOUSE OF GRADUATES

▶ **CPT:** Unit 7A Nobel Park Shopping Centre, Avondstil

▶ **DBN:** 110 Umhlanga Rocks Drive, Durban North

▶ **PTA:** 1166 Francis Baard Street, Hatfield, Pretoria

▶ **TRADING HOURS:** Mon- Fri, 08h00- 17h00 & Sat, 08h30- 13h00

▶ **WHATSAPP:** 076 675 7799

▶ **NATIONAL CALL CENTRE:** 031 301 8015

✉ [uct@houseofgraduates.co.za](mailto:uct@houseofgraduates.co.za)



UCT Page 1 of 3

## UNIVERSITY OF CAPE TOWN

### ORDER FORM FOR GRADUATION ATTIRE: 2023

#### HIRE & PURCHASE PROCESS:

#### Step 1

- Print this order form and complete the personal details section below. We require this hard copy upon collection of your graduation attire.

#### Step 2

- Pay your hire or purchase fee in **advance** via:
  - EFT (banking details below)
  - At any of our stores

#### Step 3

- Print your proof of payment. We require this hard copy upon collection of your graduation attire.

#### Step 4

- When collecting please have your printed order form and payment confirmation with you. Please refer to page 2 of this order form for more information.
- If **HIRING**, we require R300 in cash as a security deposit upon collection. This R300 will be refunded to you upon return. *You must return your attire immediately after your photographs on the same day at the Otto Beit Building, Molly Blackburn Hall. (Next to the Food and Connect Canteen)*
- If **PURCHASING** simply present your printed order form and payment confirmation on collection.

## COLLECTION PROCEDURE:

FACULTY	GRADUATION DATE	COLLECTION & PAYMENT DATE	COLLECTION & PAYMENT VENUE	COLLECTION TIME
<b>Commerce:</b> Students with surname A – M	Monday, 27 March 2023	Friday, 24 March 2023	Otto Beit Building, Molly Blackburn Hall	10h00 - 18h00
<b>Commerce:</b> Students with surname N – Z  <b>Science:</b> Students with surname A – Z	Tuesday, 28 March 2023	Monday, 27 March 2023	Otto Beit Building, Molly Blackburn Hall	08h00 - 18h00
<b>Humanities:</b> Students with surname A – M	Wednesday, 29 March 2023	Tuesday, 28 March 2023	Otto Beit Building, Molly Blackburn Hall	08h00 - 18h00
<b>Humanities:</b> Students with surname N – Z  <b>Health Sciences:</b> Students with surname A – Z	Thursday, 30 March 2023	Wednesday, 29 March 2023	Otto Beit Building, Molly Blackburn Hall	08h00 - 18h00
<b>Engineering &amp; the Built Environment:</b> Students with surname A – Z  <b>Law:</b> Students with surname A – Z	Friday, 31 March 2023	Thursday, 30 March 2023	Otto Beit Building, Molly Blackburn Hall	08h00 - 18h00

## PRICING:

- If you are **HIRING** a refundable, security deposit of **R300** is required **IN ADDITION** to the hire charges below. The refundable security deposit must be paid **IN CASH, WHEN COLLECTING YOUR ATTIRE. DO NOT DEPOSIT THE R300 SECURITY DEPOSIT INTO OUR ACCOUNT.**
- You must have your hard copy/ printed payment confirmation with you when collecting. If not, you will be required to pay again.

DESCRIPTION	HIRE PRICE
DIP, BACH, HONS & MASTERS OUTFIT: <i>GOWN &amp; HOOD</i>	R180
PHD OUTFIT: <i>GOWN, HOOD &amp; BONNET</i>	R280
DESCRIPTION	SALE PRICE
GOWN ONLY: DIP, BACH, HONS & MASTERS	R750
HOOD ONLY: DIP, BACH, HONS & MASTERS	R370
PHD GOWN ONLY	R2,500
PHD HOOD ONLY	R490
PHD BONNET ONLY	R750
GOWN COVER	R100
COURIER/ POSTAGE WHEN <u>PURCHASING</u>	R250

**OUR BANKING DETAILS:**

- NB: If hiring, only pay your hire fee. **DO NOT** deposit the R300 security deposit into our account.

Bank: FNB | Account Holder: House of Grads | Account No: 621 299 777 68 | Branch Code: 220 629

Payment Reference: UCT + Your Date of Birth

**RETURN OF HIRED ATTIRE:**

All hired academic attire must be returned to the **Otto Beit Building, Molly Blackburn Hall** (next to the Food & Connect Canteen).

**YOUR PERSONAL DETAILS:**

Full Name: \_\_\_\_\_

Cell Number

--	--	--	--	--	--	--	--	--	--	--	--

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Student Number: \_\_\_\_\_

Which Faculty Did You Belong To? \_\_\_\_\_

Full Name of Degree Conferred: \_\_\_\_\_

Date & Time of Graduation: \_\_\_\_\_

**TERMS & CONDITIONS FOR HIRE:**

- All hired academic attire must be returned to the **Otto Beit Building, Molly Blackburn Hall** (next to the Food & Connect Canteen).
- Should hired attire not be returned, House of Graduates will hand over your details to our legal department and you will be required to pay a fee of R2,000 (R4,000 for PhD graduands) to recover the replacement costs of the hired attire, plus legal fees.
- Loss or damage of either gown or hood will result in the full cost being charged.
- Hired attire must be returned immediately after the ceremony. If not, late return fee of R100 per day will be levied.

\_\_\_\_\_  
*\*Signature, to acknowledge and accept the above T's & C's*