



Dear Graduate,

Congratulations on successfully completing your academic programme!

Your graduation ceremony marks an important milestone in your life and is a momentous occasion that is celebrated with loved ones.

DAY 1 OATH-TAKING

Date: 14 November 2024

Venu: Mercure Hotel

Time: 15:00 | All Certificates, Diplomas, Degrees,

Faculty of Health Sciences

- School of Nursing
- School of Public and Allied Health
- School of Pharmacy

DAY 2 GRADUATION

Date: 15 November 2024

Venue: Mercure Hotel

Time: 06:00 | All Certificates, Diplomas, Degrees, Postgraduate Diplomas

Faculty of Health Sciences

- School of Nursing
- School of Public and Allied Health
- School of Pharmacy

As a graduate, you have the option to receive your qualifications in praesentia (in person) or in absentia (remotely). If you choose to attend the Graduation Ceremony in person, please take note of the following:

1. Cell phones are allowed in the graduation venue but should be on silent/mute or flight mode.
2. There will be an official photographer present during the ceremony proceedings.
3. Both guests and graduates must be seated 30 minutes before the ceremony starts.
4. The procedures for the Graduation Ceremony are explained in the attached annexure.
5. No children under the age of twelve (12) are allowed.
6. Your qualification will be conferred at the Graduation Ceremony of 2024 on the date and venue indicated above.
7. Please note that only two (2) guests per graduate are allowed, and you are kindly requested to arrive at the venue 1 hour and 30 minutes before the ceremony's commencement for logistical reasons.

- International students who prefer to receive their qualifications remotely can contact the office of the Registrar at registrar@welwitchia.com.na

GRADUATION ATTIRE

You can obtain full academic attire for your graduation from the following suppliers:

In Windhoek, you can contact:

- Grunes Blatt Investments cc, contact numbers: **081 388 6913 or 0813090920**
- PEL Investments, contact number: **0812028932** email: pelgraduation2@gmail.com
- Sammatt Couture, contact number: **0816021037** email: sammate2455@gmail.com

PROCEDURES DURING THE GRADUATION CEREMONY

1. Before the Ceremony

- After going through security checks at the entrance, graduates will be directed to their specific seats as indicated on your seat ticket by event ushers.
- All graduates need to be fully robed in the approved official academic attire (dressed in black academic gown, sash/hood and mortarboard).

2. During the Ceremony

- Graduates and the Congregation will be informed by the Director of Ceremony to rise when the Academic Procession and the Stage Procession enter the hall and remain standing for the National and African Union (AU) Anthems.

CERTIFICATES AND DIPLOMAS

- Head of School will announce the qualification and read the names of the graduates.
- When your name is read, you should stand up at your seat and remain standing until you are requested to sit down.

DEGREES

- Faculty Officer and Admissions Officer will invite candidates to line-up for conferment of diplomas.
- Faculty Officers will ensure that the sash/hood properly fitted.
- The graduate proceeds to the Chancellor, kneels (with the right knee) on the bench in front of the Chancellor, waits for the Chancellor to cap him/her and thereafter will be congratulated by the Chancellor.
- The candidate approaches the Registrar, and the scroll is handed to the candidate.
- An official photographer takes official photos during the aforementioned process.

POSTGRADUATE DIPLOMA

- Faculty Officer and Admissions Officer will invite candidates to line-up for conferment of diplomas.
- Faculty Officers will ensure that the sash/hood properly fitted.
- The graduate proceeds to the Chancellor, kneels (with the right knee) on the bench in front of the Chancellor, waits for the Chancellor to cap him/her and thereafter will be congratulated by the Chancellor.
- The candidate approaches the Registrar, and the scroll is handed to the candidate.
- An official photographer takes official photos during the aforementioned process.

NOTE:

- No graduate is allowed to smoke inside the graduation venue or restricted proximity.
- Graduation ceremonies are formal university events. All graduates and guests are expected to dress respectfully and formally.
- No graduate is allowed to leave the hall during the ceremony.

GRADUATES WITH OUTSTANDING FEES:

For a ceremonious purpose, an empty scroll will be issued to such graduates during the Graduation Ceremony. Once graduates have fulfilled their financial obligations to WU, the Office of the Bursar (Finance) will issue their qualification certificate and Academic records.

We are excited to welcome you to our prestigious Alumni family and look forward to seeing you on your graduation day!

Sincerely,

OFFICE OF THE REGISTRAR