



ANNUAL DIPLOMA & CERTIFICATE GRADUATION CEREMONY

Dear Graduand

It gives us great pleasure to inform you that you have complied with all the requirements for your registered qualification:

On behalf of PE TVET College, we would like to congratulate you on this achievement. May the knowledge, skills, and values you have contribute to the success of your current and future endeavors.

The Diploma & Certificate Ceremony will be held at the Victory Ministries in Stanford Road, Gqeberha. This ceremony is a prestigious event that should not be missed. We look forward to celebrating you with your family and friends.

Date: 21 September 2023
Time: 07:30
Venue: Victory Ministries, cnr Stanford Road & N2 Freeway,
Gqeberha, 6020

GPS Co-ordinates: 33°55'18.7"S 25°33'56.8"E

PLEASE TAKE NOTE OF THE FOLLOWING:

1. GRADUATION ATTIRE

- Graduation attire must be hired at Croft, Magill & Watson, 69 Govan Mbeki Avenue, Gqeberha, 6001.
- Croft, Magil & Watson ONLY takes cash payments to avoid delays in refunds.
- ONLY students are allowed at Croft, Magil & Watson to hire their attire.
- **NO GOWNS WILL BE AVAILABLE AT THE HALL.**
- Hired attire needs to be back at Croft, Magil & Watson by no later than 25 September 2023.
- It is only Diploma recipients who will wear the neckband.

Port Elizabeth Technical Vocational Education and Training College (TVET)

Central Administration - Tel: 041 509 6000, Fax: 041 582 2017 • Dower Campus - Tel: 041 509 6200, Fax: 041 481 7111
Iqhaya Campus - Tel: 041 509 6450, Fax: 041 452 1048 • Russell Road Campus - Tel: 041 509 6300, Fax: 041 582 2281
Victoria Campus - Tel: 041 509 6150, Fax: 041 374 5321
Private Bag X6040, Port Elizabeth 6000 • Email: info@pec.edu.za • www.pecollege.edu.za



- PLEASE DO NOT HIRE THE GRADUATION HAT/HOOD.
- NO GRADUAND WILL BE ALLOWED INTO THE AUDITORIUM WITHOUT A GOWN.
- Pricelist to hire graduation attire is as follows:
 - Gown – R280.00 - Refund of R100.00
 - Neckband – R225.00 – Refund R100.00

2. PHOTOGRAPHY

- The official photographer for the Graduation Ceremony is Foto First.
- The taking of all photographs is a private transaction between each Graduand/Graduate and the official photographer.
- The college accepts no responsibility for the quality of the photographs.
- Please find attached their order form.

3. ARRIVAL TIME

- All graduands must arrive at the venue by 07:30. to allow orientation and admin to be completed.
- NO GRADUAND WILL BE ALLOWED TO ENTER THE GRADUATION VENUE AFTER 8:00.
- You are required to collect your presentation card between 07:30 and 08:00, and be seated no later than 30 minutes before the commencement of the ceremony.
- **Candidates who arrive late will not be permitted to proceed to the stage and may collect their qualification certificate from the certificate table after the conclusion of the proceedings.** This service will be available for 30 minutes after the ceremony.

4. GUESTS ALLOWED

- Graduands are allowed to bring **ONLY two (2) guests**.
- All guests are requested to be seated at 08:30.
- The ceremony will commence punctually at 09:00.
- Guests must remain seated during the entire ceremony - movement inside the auditorium once the ceremony has started, is strictly prohibited.

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5. DRESS CODE

- The Diploma Ceremony is a prestigious occasion, and it would be appreciated if you could dress appropriately.
- Formal and semi-formal wear will be accepted.
- **No jeans and takkies will be accepted.**

6. STREAMING OF THE GRADUATION CEREMONY

- Should you have family and friends who cannot attend the graduation ceremony and would like to see you graduate, they can visit the college website (www.pecollege.edu.za) or College Facebook Page (Port Elizabeth TVET College) to view the livestream feed. Please visit these sites before graduation day, to ensure you have the correct version on your PC/device.

7. ORDER OF PROCEEDINGS

- Graduands/graduates must register at the registration venue where they will receive their presentation cards and seat numbers.
- Guests of the Graduands/graduates will be taken by ushers to the Graduation Auditorium. Guests are required to remain seated throughout the proceedings.
- Graduands/graduates must return to their seats after receiving their qualifications.
NO Graduands/graduates will be permitted to leave the venue until the congregation has been dissolved and the academic procession has left the stage.
- Family photographs may only be taken **before and after** the ceremony.

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We would like to take this opportunity once again to congratulate you and wish you all the best with your future endeavours. Remember, whatever you put your mind to is achievable. Go out there and make your mark in the world.

Yours sincerely

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DP ACADEMIC

17 August 2023
Date

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