

**UNIVERSITY OF DAR ES SALAAM
MWL. JK NYERERE MLIMANI CAMPUS**

**TIMETABLE FOR ISSUENCE OF GRADUATION GOWNS AND REHEARSAL
2019 CLUSTER I**

All postgraduate candidates who successfully completed their studies and qualified for the University of Dar es Salaam PhD, Masters, Postgraduate Diploma Awards in the 2018/2019 academic year are hereby informed that the **GRADUATION GOWNS** will be issued from 23rd to 24th and 27th to 28th May 2019, 8:00-17:00 hrs. The **rehearsal will be conducted on 28th May 2019 at 15.00hrs**

COSTUME CHARGES

Note that Costume Charges and Convocation Fee payment are made by using **CONTROL NUMBER** which is obtained through ARIS. Graduands are therefore advised to visit their ARIS accounts where they will find a field of **MY PAYMENT**>> select >>**CREATE NEW PAYMENT**>>tick >> **Graduation Fee**>>**Manually Inset amount; TZS 40000**>> **Tick Convocation Fee**>> **Manually Inset amount; TZS 2000**>> **Save & Request Control Number. Finally you will receive a Control Number.** Use the ARIS generated **CONTROL NUMBER** assigned to you and Pay a non-refundable gown hire charge of TZS 40000/= and TZS 2000/= as Convocation Fees through BANK or MOBILE MONEY SERVICES. After paying, you should submit the pay-in slip to your respective College/ School or Institute for a University receipt. More information regarding payments is also available at: www.udsm.ac.tz.

The Hirer shall return the said costumes (gowns) to the University immediately after the graduation ceremony and in any case **NOT LATER THAN SEVEN WORKING DAYS** after the date of the graduation ceremony. **A penalty of TZS 10,000/=** shall be charged for each day of default to return the hired costumes and in the event of loss of the costume the owner shall be entitled to recover such loss at the current replacement cost of a new costume from the Hirer. For more details please read and **"download"** the **AGREEMENT FOR HIRING OF ACADEMIC COSTUMES 2019** available at: www.udsm.ac.tz .

**Issued by
DIRECTOR, POSTGRADUATE STUDIES
14th May 2019**