



THE UNIVERSITY OF ZAMBIA

ACADEMIC OFFICE

UNIVERSITY OF ZAMBIA 48TH GRADUATION CEREMONY

INSTRUCTIONS TO THE GRADUANDS

1. **REMEMBER** to bring your **NAME CARD** with you! **WITHOUT** your **Name Card**, you will not be allowed to graduate.
2. Please report at **07:00 hours** at the University of Zambia Great East Road Campus, Sports Hall grounds in your **academic dress**, with your **Cap in your hand** or **under your armpit**. The Cap will **not** be worn until the degree has been conferred upon you.
3. Once you are at the Sports Hall grounds, you should look for a **sign post** for your **Degree programme**, where you will find Marshals waiting for you, who will give you further instructions. It is at this stage that you will be arranged in alphabetical order in readiness for **marching** to the Graduation Forum. The alphabetical arrangement is for the purposes of getting your certificates. It will, therefore, be very **important** that you all **observe** and **follow** the alphabetical arrangement.
4. At **08:00 hours**, the Graduands' Procession will start marching to the Graduation Forum, led by the Chief Marshal with the assistance of a Band or Dance Troupe. Each Degree Programme will, however, be led by two Marshals, one being in front and the other being at the back.
5. Once at the **Graduation Forum**, you will still be led by the Marshal who will lead you to your **seat** which will already have your **name tag** and a **graduation booklet**. Kindly note that this name tag **will not** be used for anything else but for **sitting arrangement purposes only**.
6. During **Conferment time**, your Degree Programme will be **announced** and your Marshal will lead you to the Podium where you will give your **NAME CARD** to the Dean of your School, who will announce your name and the degree classification after which you will be presented to the Chancellor.
7. After you have been presented to the Chancellor, you will be required to return to your seat where you will remain standing until your Degree Programme has been conferred by the Chancellor. It will be at this stage when you will now be allowed to wear your Cap.
8. **All Graduates MUST remain** at the Graduation Forum until at the end of the Graduation Ceremony.

PLEASE OBSERVE TIME AND ADHERE TO THE INSTRUCTIONS ABOVE

CONGRATULATIONS!