

# FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA

## Office of the Registrar



### 24<sup>TH</sup> CONVOCATION CEREMONY

The Federal University of Technology, Minna wishes to announce that the 24<sup>th</sup> Convocation Ceremony for the conferment of Bachelor's degrees, Postgraduate Diplomas and Higher Degrees and award of prizes to graduands of the 2013/2014 academic session shall hold on Saturday, April 18, 2015 at the Suleimanu Kumo Convocation Square, Main Campus, Gidan Kwano, Minna.

The programme of events for the convocation is as indicated below:

DATE	TIME	EVENT(S)	VENUE
<b>DAY 1:</b> Friday, April 10, 2015	2:00 p.m.	Special Juma'at Prayer	Juma'at Mosque, Bosso Campus & Main Campus, Gidan Kwano.
<b>DAY 2: Sunday,</b> April 12, 2015	8:00 a.m.	Special Church Service	Chapel of Grace, Bosso Campus & Main Campus, Gidan Kwano.
<b>DAY 3:</b> Tuesday, April 14, 2015	11:00 a.m.	Vice-Chancellor's Press Briefing	Senate Chamber, Main Campus, Gidan Kwano.
<b>DAY 4:</b> Wednesday, April 15, to <b>DAY 5: Thursday</b> April 16, 2015	10:00 a.m.	Exhibition	Suleimanu Kumo Convocation Square Main Campus, Gidan Kwano.
<b>DAY 6:</b> Friday, April 17, 2015	10:00 a.m.	Convocation Lecture titled: <i>"The Role of Law in the Enhancement of Socio-Economic Growth of the Nation."</i> To be delivered by <b>Hon. Justice Idris Legbo Kutigi, GCON, former Chief Justice of Nigeria.</b>	Caverton Lecture Theatre, Main Campus, Gidan Kwano
	6:00 p.m.	Chancellor's Cocktail Party In honour of Convocation Lecturer.	Presidential Lodge, GRA, Minna.
<b>DAY 7:</b> Saturday, April 18, 2015:	10:00 a.m.	Conferment of First Degree, Postgraduate Diplomas, Higher Degrees and award of prizes	Suleimanu Kumo Convocation Square Main Campus, Gidan Kwano

## REQUIREMENTS/CONDITIONS FOR GRADUANDS

- i. Hiring of Academic Gowns - N1,000:00
- ii. Alumni Registration - N2,000:00 (Only for those yet to pay)
- iii. Collection of Certificate - N3,500:00
- iv. Order of Proceedings - N1,500:00
- v. Scroll - N250:00
- vi. All payments should be made in cash into the University Account with Skye Bank Plc, Minna. The Account Number is 1750005063
- vii.** Graduands are expected to be physically present and to submit the following items to enable them **collect their Certificates on the spot immediately after the ceremony.**
  - a. The Original Statement of Results earlier issued to them by the University.
  - b. Final year Clearance Form duly signed by all concerned.
  - c. Final year Identity Card or Letter of Identification from Student Affairs Division.
  - d. The above listed items (a – c) need to be processed not later than two (2) days to the date of the occasion.
- e. Issuance of Academic gowns will be on first come first served basis.
- f. Issued Academic gowns must be returned to the Academic Office immediately after the ceremony before the collection of Original Certificates.
- g. There will be a surcharge for any damaged Academic gown.

### NOTE:

- i. Invitation Cards will be issued to the graduating students at the Office of the Dean of Students Affairs.
- ii. Graduands will be responsible for the transportation, accommodation and feeding of their guests
- iii. The Original Certificates of all graduands will be ready for collection immediately after the ceremony.**
- iv. Parents/Guardians and invited guests are advised to be seated at the venue not later than 9.35 a.m. on the day of convocation. While graduands of each School are expected to be seated at portions provided for them in the Convocation Square.
- v. Unauthorized movements of graduands and taking of photographs during the Convocation Ceremony is prohibited; no graduand should leave the Convocation Square until the end of the ceremony.

The Vice-Chancellor congratulates all Graduands, Parents/Guardians, Stakeholders and the entire University Community on the occasion of the 24<sup>th</sup> Convocation Ceremony of the University.

**Signed**

***Victoria N. Kolo (Mrs.),***

**Registrar.**