

Nelson Mandela University, George Campus, April 2024

Dear Nelson Mandela University Graduate

Many congratulations on your graduation and everything of the best in your future endeavours!

Croft, Magill & Watson has been contracted by Nelson Mandela University to provide you with your academic dress and, we will be on campus during your graduation ceremony to assist with all your requirements.

HIRING OF ACADEMIC WEAR

No form is required. NMU has provided us with all your details.

Please pay the **exact required** amount using the following payment options: **EFT** or **SnapScan**.

Reference your payment with student number and surname.

Hire orders for campus collection only. Bring your proof of payment with when collecting your attire.

Hire Prices - GEORGE CAMPUS ONLY

Hire Gown	R195.00
Hire Mortarboard	R130.00
Hire Hood/Neckband	R135.00
Full Outfit Special (Gown, Hood & Mortarboard)	R380.00
Doctors Gown	R345.00
Doctors Bonnet	R150.00
Doctors Hood/Neckband	R140.00
Doctors Full Outfit Special (Gown, Hood & Bonnet)	R560.00

PURCHASING OF ACADEMIC WEAR

No form is required if you are collecting your order on campus (recommended). Alternatively your order can be posted to you.

Postage

Complete the PURCHASE ORDER FORM (next page) and email/fax the form along with your proof of payment to:

Fax: 041 586 0259

E-mail: nmugradqueries@birchs.co.za

NB: You will need a letter of authorization from the University when collecting your order.



Snap here to pay



COLLECTION ON CAMPUS INSTRUCTIONS

We will fit you out on your arrival. **If you cannot collect your attire yourself please provide the person collecting with your student card, your ID and a signed letter of permission detailing your measurements:**

Measurements:

Height: Full height - Top of head to toes (Between 1.5m and 2.1m).

Head measurement: Around the head above the ears (Between 54 cm and 63 cm).

Collection of your order:

Venue: Building 319, Room 0003, WoodTech Building

Times: 4th April 2024 13:00pm to 17:00pm

5th April 2024 07:00am to 18:00pm

Alternatively: On the day of your graduation from 07:00am

Return of hired attire:

Venue: Building 319, Room 0003, WoodTech Building

Time: Immediately after your graduation ceremony

NB: You will be liable for any damaged goods or late returns to the full retail price of the outfit. Your hire fee does not cover the value of your outfit.

PAYMENT INSTRUCTIONS - Posted orders to be paid and faxed / e-mailed by Monday 20th March 2023

EFT or SnapScan the full amount into our bank account, as per the purchase prices overleaf or hire prices above.

NB: REFERENCE YOUR PAYMENT WITH YOUR SURNAME AND STUDENT NUMBER, OTHERWISE WE WILL NOT BE ABLE TO MATCH YOUR PAYMENT TO YOUR NAME.

Bring your (HARD-COPY) proof of payment with you when collecting your attire.

Account Name: T Birch & Co (Pty) Ltd **Bank:** Standard Bank

Account Number: 080 191 029 **Branch Code:** 05-00-17

STUDENTS RESIDING OUTSIDE OF SOUTH AFRICA:

Please do not make a payment into our bank account from outside of South Africa. You may pay via credit or debit card on campus when arriving to attend your graduation ceremony.

PURCHASE ORDER FORM

Nelson Mandela University, George Campus, April 2024

PRICE LIST: ONLY COMPLETE IF YOUR ORDER IS TO BE POSTED OR IF YOU ARE RECEIVING YOUR DOCTORATE
To ensure that your order is legible please write clearly in block letters with a black pen.

Surname:	_____	Qualification:	_____
Initials:	_____	Faculty:	_____
Student Number:	_____	I.D. Number:	_____
Physical Address:	_____	Cellphone Number:	_____
	_____	Landline Number:	_____
Postal Code:	_____	E-mail Address:	_____

MEASUREMENTS (MARK WITH AN X)

Correct measurements are vital to you receiving the right size.

Height:	Full height - Top of head to toes	(Metres)	1.45m	1.5m	1.55m	1.6m	1.65m	1.7m	1.75m	1.8m	1.85m	1.9m	1.95m	2m	2.1m
Bust / Chest:	All round chest measurement	(Inches)	32"	34"	36"	38"	40"	42"	44"	46"	48"	50"	52"	54"	56"
Head:	Around the head ABOVE the ears	(cms)	53cm	54cm	55cm	56cm	57cm	58cm	59cm	60cm	61cm	62cm	63cm		

PURCHASE PRICES

Please tick in the customer use column if you wish for your goods to be posted.

Prices include vat and are valid until 31 DECEMBER 2024	Purchase Prices	Customer Use <input type="checkbox"/>
1) GOWNS		
GRAD GOWNS		
Texturised Polyester	R1 295.00	
Polyester Cashmere	R1 570.00	
DOCTORS GOWNS		
Texturised Polyester	R3 785.00	
Polyester Cashmere	R4 460.00	
2) HOODS/NECKBAND (ALL FACULTIES)		
Diploma/National Diploma	R345.00	
Advanced Diploma	R665.00	
Bachelors 3yr/4yr	R750.00	
Honours	R750.00	
Post Grad	R750.00	
Masters	R930.00	
Doctors	R930.00	
3) MORTAR BOARDS/CAPS		
Mortarboard with Tassel	R350.00	
Doctors Bonnet with Tassel	R1 595.00	
4) OPTIONAL EXTRAS		
Gown bag	R115.00	
Tassel	R80.00	
5) DELIVERY VIA COURIER		
Door to Door	R145.00	
Total cost of order to be posted		

REFERENCE PAYMENT SLIP WITH STUDENT NUMBER AND SURNAME.

POSTED ORDERS TO BE PAID AND FAXED/EMAILED BY WEDNESDAY 20TH MARCH 2024

REQUIREMENTS

CERTIFICATE	Grad Gown, Hood/Neckband & Mortarboard
DIPLOMA	Grad Gown, Hood/Neckband & Mortarboard
BACHELORS	Grad Gown, Hood/Neckband & Mortarboard
HONOURS	Grad Gown, Hood/Neckband & Mortarboard
POST GRAD	Grad Gown, Hood/Neckband & Mortarboard
MASTERS	Grad Gown, Hood/Neckband & Mortarboard
DOCTORS	Doctors Gown, Neckband & Bonnet (Doctors attire for purchase only)

DELIVERY

Hiring:	No deliveries. Collection on campus only.
Purchasing:	No form is required if you are collecting your order on campus (recommended). Alternatively your order can be posted to you.

OTHER

NB: Confirmation of graduation from the University must accompany this order form.

Prices quoted are only applicable in South African monetary area.

If residing outside South Africa kindly e-mail (nmugradqueries@birchs.co.za) for quotations.