



6th October, 2020

All Graduands
CUCG, Fiapre
Sunyani, Bono Region

Dear Graduands,

19TH CONGREGATION/GRADUATION CEREMONY

The 19th Congregation of the Catholic University College of Ghana, Fiapre is scheduled to take place on the 31st October, 2020 on campus and all graduands are expected to be present. In view of the COVID-19 Pandemic, Management of the University decided that, the ceremony should be strictly by invitation to relatives and the general public.

Graduands are to be guided as follows:

1. The graduation fee for graduands shall be GH¢400 for Undergraduates and GH¢450 for Post-Graduates. Graduands are required to pay their registration fee stating their full names and student identification numbers at the point of payment by MTN **Merchant No. 0247182314 and NIB Account No. 1107001343903** by **Friday, 23rd October, 2020.**
2. All Graduands are required to register with their respective faculties after payment of their graduation fees. The registration list will be used for the allocation of seats and gowns and that no graduand shall be allocated a seat/gown if he or she does not register with his or her Faculty.
3. In addition to paying the registration fee, graduands are required to report to campus on **Thursday, 29th October, 2020** for Faculty registration and rehearsal. Any graduand who fails to attend the rehearsal would not be presented for graduation.

The time scheduled for the registration of graduands and rehearsals on the **29th and 30th October, 2020** shall be strictly applied as follows:

S/No	ACTIVITY	DATE	TIME
1	Arrival and Registration with your Faculty	Thursday 29 th Oct. '20	8:00 am – 5:00 am
2	Registration with Faculty Continues	Friday 30 th Oct. '20	8:00 pm -12:00 pm
3	BREAK	Friday 30 th Oct. '20	12:00 pm – 2:00 pm
4	Congregation Rehearsals	Friday 30 th Oct. '20	2:00 pm – 4:00 pm
5	Collection of Gowns and Identification of Seats	Friday 30 th Oct. '20	4:00 pm – 6:00 pm

3. All graduands are to ensure that they have been allocated a seat after the rehearsal and those without seats should immediately report it to their Faculty Officers.
4. In order to be able to observe social distancing and other COVID-19 protocols, each graduand shall be accompanied by only **ONE** invited guardian/ parent or guest. All graduands must wear their masks and observe social distancing and other required protocols.
4. Unauthorized movements during the function are strictly prohibited. Also, no graduand shall be allowed to take pictures during the function. The University has accredited two photographers to take pictures during the function.
5. Graduands are to be seated for the Congregation by 8.00am.

We encourage graduands to view this day as a special one and adhere to the measures put in place for a successful and memorable celebration.



Emmanuel K. Kaba

Deputy Registrar

For: REGISTRAR

CC: *President*

Deans, Heads of Department/Sections/Units

Chairpersons/Members of the Congregation Planning and all Sub-Committees

All Faculty Officers