

Application to Graduate - 2011



Nelson Marlborough Institute of Technology
Te Whare Wānanga o Te Tau Ihu o Te Waka a Maui

Personal details

Your NMIT Student ID Number:

Your correct **legal name*** for inscription on your award:

*as on your birth/marriage certificate

First Name Middle Name(s) Last Name

Correction:

Please provide evidence of name change if your last name has changed

Your preferred name, to appear in the ceremony programme:

First Name Last Name

Correction:

Your address for all NMIT correspondence **PRIOR to graduation:**

Correction:

Your address for all NMIT correspondence **AFTER graduation:**
if different from above

Your telephone number:

Correction:

Your email address:

Qualification you will be graduating with:

Major: *if applicable*

Note: Your pre-printed personal details are those currently recorded on our database.

Conferment of award

(please tick one box)

IN PERSON

I wish to attend the graduation ceremony on **Friday 16 December 2011** at The Trafalgar Centre in Nelson

OR I wish to attend the graduation ceremony on **Wednesday 14 December 2011** at the Convention Centre in Blenheim

IN ABSENTIA (not attending a graduation ceremony):

I wish to collect my award personally from my School **between 20 and 22 December 2011**

I wish my award to be mailed out to me after **December 2011** to my address for all NMIT correspondence AFTER graduation

(as indicated above)

Tickets for ceremony

Please circle the number of tickets you would like for guests attending.

1 2 3

NOTE: A maximum of three additional tickets can be requested now. Additional tickets will be available for \$5 each from the Information and Enrolment Centre on the Nelson Campus or the Main Administration Office on the Marlborough Campus from mid November.

Special requirements

If you or a guest attending have special needs, please outline your requirements:

Nelson Mail or Marlborough Express

Tick this box only if you **DO NOT WANT** your name to appear in The Nelson Mail (NN) or Marlborough Express (MLB):

Note: your name may not appear in either newspaper if your results are not confirmed by 12 December 2011

Signature

I confirm that the above details are correct.

Date:

Signed:

PTO >> Fill out both sides if applicable and return with your signature by Friday 7th October to Information & Enrolment Centre (A Block) or post to:
NMIT Graduation Coordinator, Private Bag 19, NELSON 7042

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Regalia Hire

Nelson Marlborough Institute of Technology's policy on regalia is as follows:

Bachelor's Degree	Black Gown, NMIT hood, trencher
Graduate Diploma	Regalia appropriate to your previous Degree OR Black gown, NMIT diploma stole; OR If no previous Degree Black gown, NMIT diploma stole
Diploma	Black Gown, NMIT diploma stole
Certificate	Formal clothing*

* The graduation ceremony is a formal celebration of your achievement and graduands are encouraged to dress appropriately

I wish to hire the following regalia for the ceremony:

(please tick the appropriate box(es))

Gown	<input type="checkbox"/>
Hood	<input type="checkbox"/>
Dip. Stole	<input type="checkbox"/>
Trencher	<input type="checkbox"/>

My head measurement in cm is cm

Gown Size: Tick the measurement nearest to your height

Under 159 cm <input type="checkbox"/> <5'4"	159 cm <input type="checkbox"/> 5'4"	167 cm <input type="checkbox"/> 5'6"	172 cm <input type="checkbox"/> 5'8"	178 cm <input type="checkbox"/> 5'10"	183 cm <input type="checkbox"/> 6'	Over 183 cm <input type="checkbox"/> >6'
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Regalia will be available on Thursday 15 December (the day before graduation for the Nelson Ceremony) and must be returned no later than 4pm on Friday 16 December to Rm K104 on the Nelson Campus.

Marlborough Graduands will be able to collect Regalia from 1pm at the Convention Centre on Wednesday 14 December (the day of Graduation) and must return it no later than 5pm afterwards at the venue. Failure to return it by that time will mean that you will not receive your refund of \$20.00.

Non Return of Regalia

You will be responsible for the full cost of the replacement of the regalia if not returned. The cost of the gown will be \$445, trencher \$100, diploma stole \$40, and the hood \$165.

Please note: Early application is essential as gowns have to be ordered from other parts of the country.

Payment

Gown	\$ 35	\$ _____
Hood	\$ 20	\$ _____
NMIT Diploma Stole	\$10	\$ _____
Trencher	\$ 20	\$ _____
plus refundable bond of	\$ 20	\$ <u>20.00</u>
TOTAL		_____

Cheque made payable to Nelson Marlborough Institute of Technology enclosed: \$ _____

You can also pay cash or by EFTPOS, Visa or MasterCard at the Information & Enrolment Centre in A Block in Nelson or main desk on the Marlborough campus. **N.B** A surcharge of 1.9% of the value of the transaction applies to all credit card payments.

Alumni Membership

The NMIT Alumni will be the means through which we can keep you up to date with happenings at the Institute and each other and also opportunities for you to return and take part in various activities. Membership is free.

Yes, please add my name to the Alumni database Email Address (After Graduation) _____ No

Date: _____	Signed: _____
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Please ensure both sides of this form are filled out and mailed with your cheque made out to Nelson Marlborough Institute of Technology, send to:

NMIT Graduation Coordinator, Nelson Marlborough Institute of Technology, Private Bag 19, Nelson 7042
OR delivered to the Information & Enrolment Centre, A Block or your School by Friday 7th October

Payment is required at the time of returning form

Thank you!