



# HOUSE OF GRADUATES

UP, Effective  
12/03/2025

▶ **DBN:** 110 Umhlanga Rocks Drive, Durban North      ▶ **PTA:** 1166 Francis Baard Street, Hatfield, Pretoria

▶ **CPT:** Unit 7A Nobel Park Shopping Centre, Avondstil

▶ **TRADING HOURS:** Mon- Fri, 08h00- 17h00 & Sat, 08h30- 13h00      ▶ **WHATSAPP:** 072 705 2824

▶ **NATIONAL CALL CENTRE:** 0861 111 455

✉ [up@houseofgraduates.co.za](mailto:up@houseofgraduates.co.za)

## UNIVERSITY OF PRETORIA

### ORDER FORM FOR GRADUATION ATTIRE: 2025

Dear Graduand,

Congratulations on your achievement! House of Graduates is proud to be an **OFFICIAL SUPPLIER** of graduation attire on this memorable occasion.

#### HIRE & PURCHASE PROCESS:

##### STEP 1

• Print this order form and complete the personal details section below. We require this hard copy upon collection of your graduation attire.

##### STEP 2

- Pay your hire or purchase fee **BEFORE** your graduation:
  - via EFT or ATM deposit. Our banking details are on the next page.
  - At any of our stores
- To cater for late bookings, payments will also be accepted at the graduation venue, from 3 hours before the start of your ceremony.

##### STEP 3

• Print your proof of payment. We require a **printed** copy upon collection of your graduation attire.

##### STEP 4

- When collecting please have your printed order form and payment confirmation with you.
- If **HIRING**, we require R300, in cash, as a security deposit upon collection. Hired attire must be returned immediately after the graduation, on the same day. Your R300 security deposit will be refunded upon return.
- If **PURCHASING** simply present your printed order form and payment confirmation on collection.

## **PRICING:**

Please note our cap and bonnet price includes the tassel.

DESCRIPTION	HIRE PRICE	PURCHASE PRICE
<b>CERTIFICATE &amp; DIPLOMA: Gown, Hood &amp; Cap</b>	<b>R130</b>	<b>R1,260</b>
- Gown Only	R80	R740
- Hood Only	R80	R220
- Cap Only	R80	R300
<b>BACHELORS: Gown, Hood &amp; Cap</b>	<b>R140</b>	<b>R1,340</b>
- Gown Only	R80	R740
- Hood Only	R80	R300
- Cap Only	R80	R300
<b>HONOURS: Gown, Hood &amp; Cap</b>	<b>R140</b>	<b>R1,370</b>
- Gown Only	R80	R740
- Hood Only	R80	R330
- Cap Only	R80	R300
<b>MASTERS: Gown, Gown, Hood &amp; Cap</b>	<b>R180</b>	<b>R1,460</b>
- Gown Only	R80	R740
- Hood Only	R90	R420
- Cap Only	R80	R300
<b>PHD: Gown, Gown, Hood &amp; Bonnet</b>	<b>R230</b>	<b>R4,280</b>
- Gown Only	R130	R2,600
- Hood Only	R130	R800
- Bonnet Only	R130	R880
<b>TASSEL ONLY</b>	<b>N/A</b>	<b>R60</b>

Should you have any special requirements, example you require a hood from another university or college, please email [extras@houseofgraduates.co.za](mailto:extras@houseofgraduates.co.za) at least 2 weeks prior to your ceremony so we can assist!

## **SPECIAL PACKAGES:**

HIRE PACKAGE	HIRE PRICE	PURCHASE PRICE
<b>HONOURS PACKAGE (4-PIECE SET):</b> Gown, Honours Hood, UP Undergraduate Hood & Cap	<b>R180</b>	<b>R1,630</b>
<b>MASTERS PACKAGE (5-PIECE SET):</b> Gown, Masters Hood, UP Honours Hood, UP Undergraduate Hood & Cap	<b>R200</b>	<b>R2,050</b>

## **OUR BANKING DETAILS:**

- NB: If hiring, only pay your hire fee. **DO NOT** pay the **R200** security into our account.

Bank: FNB | Account Holder: House of Grads | Account No: 621 299 777 68

Payment Reference: UP + Your Date of Birth

You must have your **printed** payment confirmation with you when collecting. If not, you will be required to pay again.

## **COURIER/ POSTAGE SERVICE: ONLY AVAILABLE WHEN PURCHASING:**

- A door-to-door courier service, within South Africa, is available for R350 when purchasing graduation attire.
- The sale price and postage fee must be paid via EFT or FNB ATM deposit.
- Your payment confirmation, a CLEAR copy of your ID/ driver's license, your height measure from head to toe, and this completed order form are required before dispatch. These documents must be emailed to [dispatch@houseofgraduates.co.za](mailto:dispatch@houseofgraduates.co.za) at least **14 days before your graduation ceremony**.
- Should you require international courier/ delivery to an address outside South Africa, please email [dispatch@houseofgraduates.co.za](mailto:dispatch@houseofgraduates.co.za) for a quotation.

## COLLECTION & RETURN PROCESS WHEN HIRING:

- Follow step 1, 2, 3 & 4 on page 1 of this form.
- You can collect your attire:
  - At our store from 5 days before your ceremony.
  - At the graduation venue from 3 hours before the start of your ceremony.
- In addition to the hire charge, we require R200 in cash as "security" upon collection. This R200 will be refunded when you return the attire. **DO NOT** pay the R200 security into our account.
- You **MUST** present your **printed** proof of payment and this order form when collecting the graduation attire. If not, you will be required to pay again.
  - We stock all sizes and will assist with fitting upon collection of your graduation attire.

### IF HIRING

PLEASE ENSURE YOU HAVE  
THE FOLLOWING IN HAND:



### • RETURN PROCESS:

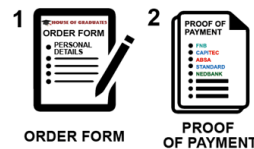
- Hired graduation attire must be returned after the graduation ceremony. Please collect your R200 refund at our store with your receipt. A late return fee of R100 per day will be levied if the attire is not returned to our office within 3 working days. In the event of damage, the hirer will be compelled to pay House of Graduates the full retail price as shown on this pricelist.

## COLLECTION PROCEDURE WHEN PURCHASING:

- Follow step 1, 2, 3 & 4 on page 1 of this form.
- Purchased attire can be collected before the graduation from any of our stores.
- Collection can also take place at the graduation venue from 3 hours before the start of your ceremony.
- You **MUST** present your **printed** proof of payment and this order form when collecting the graduation attire. If not, you will be required to pay again.
- We stock all sizes and will assist with fitting upon collection of your graduation attire.

### IF PURCHASING

PLEASE ENSURE YOU HAVE  
THE FOLLOWING IN HAND:



## YOUR PERSONAL DETAILS:

Full Name: \_\_\_\_\_

Cell Number

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Email: \_\_\_\_\_

Full Name of Degree Conferred: \_\_\_\_\_

Date & Time of Graduation: \_\_\_\_\_