



## INFORMATION FOR GRADUANDS

### For Bachelor of Science Graduands

#### 1) Gown Rental

All attending graduands are required to rent an academic gown for the Graduation Ceremony that is to be held on **24 July 2015**.

Details for rental are as follow:

#### **SERANGOON BROADWAY\***

**1365 Serangoon Road, Singapore 328244**

**Cost:** \$30 alongside a refundable deposit of \$100 (You are required to bear the cost upon rental, payment is available via Cash or NETS)

*\*Note: TUM Asia will send you an email with instructions after you RSVP for the graduation ceremony. Please wait for the email before proceeding to rent your gown.*

#### 2) Guest Invites

Each graduand will be granted **TWO** complimentary guest invites for their family & friends to join them at the graduation ceremony. The graduand him/herself is not included in the 2 invites (All graduands will attend complimentary of the University).

Additional invitations are available, at \$40/pax (cost price for buffet food & drinks). Please request this to [graduation@tum-asia.edu.sg](mailto:graduation@tum-asia.edu.sg) and we will advise you accordingly. *Children below the age of 3 will not be charged, however we will advise that they may not be suitable for the ceremony as they may be disruptive.*

#### 3) Rehearsal for ceremony

All graduands will be briefed about the entrance procession and certificate stage-walk prior to the ceremony. Please be at the Auditorium, SIT@Dover Building, by **5.45pm** on 24 July 2015.

Should you require an excuse letter from the University for your employer with regards to an early leave from work, kindly write to [graduation@tum-asia.edu.sg](mailto:graduation@tum-asia.edu.sg) and we will do our best to assist you.

#### **4) Parking**

Parking spaces are available at SIT@Dover Building on a first-come-first-serve basis. The University is not liable for the lack of parking spaces.

#### **5) Dietary Restrictions**

TUM Asia has engaged a halal caterer and there will be vegetarian options available as well.

#### **6) For graduands who are unable to attend the ceremony**

Please note that the official degree certificate will be available for collection at the Graduation Ceremony. You will also be issued a certificate holder with the University emblem. Graduands unable to attend the ceremony will have to visit the Undergraduate Office to obtain their certificates after 24 July 2015.

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### **For Master of Science graduands**

#### **1) Gown Rental**

All attending graduands are required to rent an academic gown for the Graduation Ceremony that is to be held on 24 July 2015.

Details for rental are as follow:

**TUM ASIA OFFICE**  
**510 Dover Road, SIT@SP Building**  
**#05-01, Singapore 139660**

**Payment:** \$50 SGD (Payment is via Cash only. TUM Asia will collect \$50 SGD from you and \$20 SGD will be returned to you upon the return of gown)

**Dates for gown fitting/rental\*\*:**

10 July (Friday) from 9am to 6pm

11 July (Saturday) from 10am to 2pm

21 July (Monday) from 2pm to 8pm

*\*\*Please approach the front desk and inform them you are here for gown fitting.*

**Dates for return of gowns\*\*\*:**

27 to 30 July (Monday to Thursday) from 9am to 6pm

*\*\*\*Gowns are not required to be washed or cleaned. However, any loss of items will incur the loss of your deposit.*

**2) Guest Invites**

Each graduand will be granted **TWO** complimentary guest invites for their family & friends to join them at the graduation ceremony. The graduand him/herself is not included in the 2 invites (All graduands will attend complimentary of the University).

Additional invitations are available, at \$40/pax (cost price for buffet food & drinks). Please request this to [graduation@tum-asia.edu.sg](mailto:graduation@tum-asia.edu.sg) and we will advise you accordingly. *Children below the age of 3 will not be charged, however we will advise that they may not be suitable for the ceremony as they may be disruptive.*

**3) Rehearsal for ceremony**

All graduands will be briefed about the entrance procession and certificate stage-walk prior to the ceremony. Please be at Auditorium, SIT@Dover Building, by **5.45pm** on 24 July 2015.

Should you require an excuse letter from the University for your employer with regards to an early leave from work, kindly write to [graduation@tum-asia.edu.sg](mailto:graduation@tum-asia.edu.sg) and we will do our best to assist you.

**4) Parking**

Parking spaces are available at SIT@Dover Building on a first-come-first-serve basis. The University is not liable for the lack of parking spaces.

**5) Dietary Restrictions**

TUM Asia has engaged a halal caterer and there will be vegetarian options available as well.

**6) For graduands who are unable to attend the ceremony**

Please note that the official degree certificate will be available for collection at the Graduation Ceremony. You will also be issued a certificate holder with the University emblem. Students who are unable to attend the ceremony will have to visit the Graduate Office to obtain their certificate after 24 July 2015.

## DIRECTION TO VENUE (as can be found [here](#))

**Address: SINGAPORE INSTITUTE OF TECHNOLOGY  
SIT@Dover  
10 Dover Drive, Singapore 138683**

Visitors can get to SIT@Dover by:

<b>OPTION 1, From Buona Vista station (East West Line)</b>	
1.	Alight at Buona Vista station (EW21)
2.	Take Exit 'B' and cross the bridge leading to MOE Building.
	If you take SBS Transit 196 or 74 (in front of MOE Building)
3.	Alight at the bus stop opposite Fairfield Methodist Primary School
	Walk towards Dover Drive where there is a walk-way leading to SIT@Dover
	If you take SBS Transit 198 (in front of MOE Building)
4.	Alight at the NUS bus-stop along AYE
	Take the bridge across leading to SIT's back gate (gate is closed on Sat & Sun)
<b>OPTION 2, From Kent Ridge Station (Circle Line)</b>	
1.	Alight at Kent Ridge station (CC24)
2.	Take Exit 'A' and walk towards the direction of Lower Kent Ridge Road
3.	Make a right turn towards Lower Kent Ridge road, and walk through the underpass (towards the direction of bus stop number 4)
4.	After you have exited the underpass, walk towards the bus stop "Buona Vista Flyover B06" along AYE
5.	Take any buses i.e. SBS Bus Number 97,197, SMRT Bus 963 and 963E
6.	Alight immediately at the next bus stop (NUS), along Ayer Rajah Expressway
7.	Take the bridge across leading to SIT's back gate (gate is closed on Sat & Sun)
<b>OPTION 3, From ONE North Station (Circle Line)</b>	
1.	Alight at One North station (CC23)
2.	Take Exit 'A' and turn right towards the direction of Dover Road. You will see INSEAD on your right
3.	Cross the 1 <sup>st</sup> traffic light junction and walk towards the direction of Fairfield Methodist Primary School
4.	At Fairfield Methodist Primary School, you will see Dover Drive across the road
5.	Walk towards Dover Drive where there is a walk-way leading to SIT@Dover

