GRADUAND GOWN RETURN PROCEDURES
54TH UKM CONVOCATION CEREMONY

1

RETURN OF GOWN

Graduands/ representatives must go to the specified gown return location and make sure that:

- The gown and mortarboard/ bonnet are in **GOOD CONDITION**, i.e. not damp or wet, not cut, have no permanent alterations or stitching, and have no permanent stains on any part of the gown before being returned; and
- The gown is returned together with the hanger provided during the gown collection session.

2

GOWN AND MORTARBOARD/ BONNET RETURNED IN DAMAGED CONDITION

Graduands/ representatives are responsible for any damage caused and will be subject to a fine. The applicable fine rates are as follows:

NO.	DETAILS	FINE RATES
1	Doctor of Philosophy (PhD) and Specialist Doctor Gowns	RM1,200
2	Master's Gown	RM900
3	Bachelor's and Postgraduate Diploma Gowns	RM650
4	Bonnet	RM100
5	Mortarboard	RM50

3

LATE GOWN RETURN

Late return of gowns after the specified deadline will be subject to a **Late Gown Return Fine**. Upon completing the gown return process, graduands may collect their transcript, scroll, and pre-ordered convocation photographs.

4

GOWN RETURN VIA REPRESENTATIVE

Gown return via a representative is permitted. Please ensure that the gown and mortarboard or bonnet are in **GOOD CONDITION.**

ADDITIONAL INFORMATION

- *Graduands who purchase a gown may proceed directly to the transcript and scroll collection counter.*
- *Gown return via courier is **NOT ALLOWED**.*
- *Please refer to the Transcript and Scroll Collection Procedure for further details.*