

Our Ref. : NMUC/STAAR/CONVO2025
Date : 1st September 2025

To whom it may concerned,

Invitation to the 9th NMUC Convocation Ceremony

On behalf of the Netherlands Maritime University College (NMUC), we would like to congratulate you on your great accomplishment in completing your tertiary education. In celebrating your success, we cordially invite you to participate in the 9th NMUC Convocation Ceremony which will take place on **Tuesday, 4th November 2025**.

Details of the event are as follows:

Venue : Ballroom 301, Persada Johor International Convention Centre, Jalan
Abdullah Ibrahim, 80000 Johor Bahru, Johor
Time : **7.30 am – 3.00 pm**

We wish to highlight the important information regarding the 9th NMUC Convocation Ceremony for your attention:

A. Collection of Regalia (robe) and Rehearsal

- i. It is **COMPULSORY** for all graduands to attend the rehearsal.
- ii. The rehearsal will start at **10.00am, Monday, 3rd November 2025**.
- iii. Regalia can be collected on **Monday, 3rd November 2025 from 2.00 pm to 4.00 pm** at the foyer (after rehearsal).
- iv. A deposit of **RM200 has to be paid to D'Moment** when you collect your robe. The deposit will be refunded to you upon return of the robe, hood and mortar board.
- v. Regalia must be returned immediately after the ceremony (**4th November 2025**) at the foyer.
- vi. A penalty will be imposed for late returned, damaged or loss of Regalia.
- vii. For more information, please refer to the Convocation Guidelines and Procedures for Graduands attached with this letter.

FRONTIERS REDIFINED  TRANSFORMING POSSIBILITIES  CREATING FUTURES

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City Campus Address:
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B. Arrival

- i. The 9th NMUC Convocation Ceremony will take place at the Persada Johor International Convention Centre PROMPTLY at 9.00 am and will last approximately 4 hours. Doors will open at 8.15 am for guests and graduands. Graduands should plan their arrival **NO LATER than 7.30 am**. Ushers will be on hand to direct parents and guests to the event hall, where they will be seated.
- ii. Parking is available.

C. Registration and Seating

- i. Graduands need to register at Registration Counter, at the Foyer at 7.30am.
- ii. Seating arrangements for graduands in the hall is by programme and in alphabetical order.
- iii. Graduands are not allowed to leave the hall once registered.
- iv. Graduands will be assisted by the Convocation staff.
- v. Parents are welcome to attend. Each graduand will be given two (2) entrance passes only. No replacement card will be given if the card is lost/missing on the convocation day. Entrance Pass can be collected at the Registration Counter on the Convocation Day.
- vi. Children **below 12 years old** are not allowed to enter the hall.
- vii. Graduands and Guests who need wheelchairs are required to give advance notice.

D. Graduand Convocation Name Card

- i. Graduand Convocation Name Card will **NOT** be mailed prior to the convocation ceremony. You will receive the name card during assembly at the hall.
- ii. Graduand needs to bring along this card during the procession.

E. Academic Conferral Procedure

- i. Students will be arranged according to programs. Please follow the instructions of the ushers and Convocation Staff. You will bring the Graduand Convocation Name Card with you and hand over this card to a Convocation Staff for the Master of Ceremony to read as you proceed across the stage. You will then follow the instructions of the ushers and Convocation Staff to return to your seat.
- ii. Testamur and academic transcripts are to be collected upon the return of your Convocation Attire. However, Testamur and academic transcripts will not be given to graduands who owe any outstanding fees to the College.

F. Photo

- i. All graduands are required to attend all formal photography sessions arranged by NMUC.
- ii. The arrangement of graduation photos will be advised later.

G. Tracer Study

- i. Tracer Study is an initiative by Ministry of Higher Education with the objective to improve the standard of Higher Education in Malaysia by obtaining views and feedback from all graduands.
- ii. It is **COMPULSORY** for all graduands to answer the survey. The link will be provided in our 9th NMUC Convocation website on **21st October 2025**
- iii. Representative(s) collecting the transcript and scroll needs to provide proof of completion and submission of Tracer Study with the Authorization Letter (***Immediate Family Members Only***).

H. NMUC 9th Convocation Ceremony Guideline Book

- i. It is **COMPULSORY** for all graduands to read and understand the NMUC 9th Convocation Ceremony Guideline.

I. Confirmation of attendance and Convocation Fees

- i. Please settle all convocation fees before **17th October 2025 (Friday)**.
- ii. Kindly attach your proof of payment in the Google Form for confirmation of Attendance as per the link below.
<https://forms.gle/iJHw71HiWsxxoJDX9>

I hope that your attendance to the NMUC 9th Convocation Ceremony be filled with joyous experience that you will cherish. Please confirm your attendance by filling up the Google Form. You may refer to the 9th NMUC Convocation Website for further information. We look forward to your favorable reply.

Yours sincerely,

NETHERLANDS MARITIME UNIVERSITY COLLEGE



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Syed Waqar Hasan Zaidi

Vice President Services & Registrar