



**JOMO KENYATTA UNIVERSITY  
OF  
AGRICULTURE AND TECHNOLOGY**

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**GOWN HIRING FORM FOR THE 41<sup>ST</sup> GRADUATION CEREMONY - DECEMBER 2023  
(DOCTORATE)**

**(This form should be filled by every graduand in duplicate: *The original copy will be retained by the University, while the graduand retains a copy which should be presented during collection of the certificate*)**

A. School/Institute/Centre/Campus..... Department.....

Full Name.....

Registration Number.....

E-mail Address..... Tel. No.....

I have paid a total of **KShs. 7,600** being fees for **Convocation - KShs. 5,500, Hire of Academic Dress - KShs. 1000, and Alumni Association - KShs. 1,100** and collected the following items of the academic dress:

(i) Hood No..... (ii) Cap No..... (iii) Gown No..... *(Fill in applicable items)*

Cleared by: Student Finance Officer..... Sign..... Date.....

Receipt No.....

**CAUTION: PLEASE DO NOT IRON THE ACADEMIC DRESS**

I understand that the gowns should be returned not later than **Monday, 18<sup>th</sup> December 2023**, failure to which a fee of **KShs. 500** per day will be imposed.

I understand that the items of the academic dress that I have collected must be returned in the same condition in which they were issued

As security I also deposit my National ID Card/Passport/Driving License.

Date collected..... Graduand's Signature.....

Name of Issuing Officer..... P.F. No. .... Sign and Rubber Stamp.....  
**For: Registrar (AA)**

B. I have returned the following items of the academic dress in good condition;

(i) Hood No. .... (ii) Cap No. .... (iii) Gown No. ....

I have paid the following amount for failing to return the gown as per the stipulated deadline.

Number of days after the deadline..... Amount KShs..... Receipt No.....

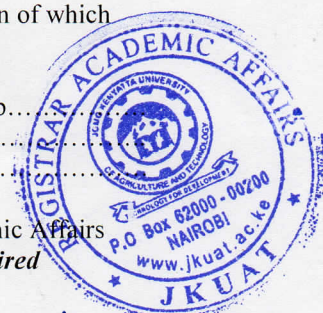
Cleared by: Student Finance Officer..... Sign ..... Date .....

I certify that the items borrowed by the graduand have been returned in the same condition of which they were issued.

Name of Receiving Officer..... P.F. No. .... Sign and Rubber Stamp.....  
Date.....

Any additional comment:.....

Those who wish to buy their own graduation gowns should consult the Registrar, Academic Affairs  
**NB. It will be the applicant's responsibility to ascertain the condition of the dress hired  
Graduands will be charged for any damage to the dress**



31.10.2023