



MOUNTAIN TOP UNIVERSITY

www.mtu.edu.ng

VICE CHANCELLOR:
Prof. Elijah A. Ayolabi (Ph.D)
(Professor Of Applied Geophysics)

REGISTRAR
Olufemi E. Oyewole, B.Sc., M.Sc., MBA, MAUA

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MOUNTAIN TO UNIVERSITY
SECOND AND THIRD CONVOCATION CEREMONY
THURSDAY, 23RD DECEMBER, 2021
NOTICE TO GRADUANDS

The Management of the Mountain Top University (MTU) congratulates graduands on the successful completion of their course in the University. Graduation is a very important aspect of your life. Therefore, please read this notice very carefully:

1. Each Graduand is expected to collect his/her academic outfit before the day of the Ceremony, after presenting the receipt of payment of Convocation levy (for Matriculation Gown and Certificate) as well as a separate receipt for the Mountain Top University Alumni Association (MTUAA) membership levy.
2. Academic outfits and Order of Proceedings (OOP) will be issued on the presentation of appropriate receipts, at the Graduands' respective Colleges.
3. Academic outfits should be returned not later than 12 hours after the Ceremony. Failure to do so will attract a **Surcharge** of ₦5, 000.00 (Five Thousand Naira only) per day.
4. Graduands who fail to pay the MTUAA levy and also fail to return the academic outfit will have their certificates withheld until they fulfil the above requirements.
5. Graduands are advised to be properly dressed (in accordance with the University dress policy), robed and seated not later than 8.30 a.m. on the day of the convocation. The assistance of College Officers should be sought to ensure that the hood and cap are properly worn. **The tassel (cord) of the cap should be worn to the right.**
6. **Graduands will not be allowed into the convocation hall once the procession has commenced.**
7. **Graduands are to move the tassels of their caps from the right to the left, at a point in time during the Ceremony, after the Chancellor declares: "I admit you all". This signifies their admission into the body of Graduates of the Mountain Top University.**
8. Female Graduands are expected to show courtesy when they shake hands with the Chancellor, while male Graduands would bow, but should not remove their caps.

**GRADUANDS ARE TO PLEASE NOTE THE FOLLOWING INSTRUCTIONS
CAREFULLY FOR COMPLIANCE:**

9. Graduands shall move in a Procession at 8.15 a.m. into the University Multipurpose Hall.
10. Graduands in each College are expected to be seated in the section provided for them in the Hall.
11. Unauthorized movements and taking of photographs will not be allowed in the Hall. Graduands are, therefore, advised in their own interest to complete such activity in good time before coming into the Hall, or wait until after the Ceremony. Any Graduand who leaves his/her seat will not be allowed to return to the Hall.
12. All photographs would be taken only by the University Officials Photographers. All Graduands and visitors are expected to stand when the Academic Procession enters/leaves the Hall and when the National Anthem/University Anthem are sung or played. Graduands are requested to please be orderly and wait till the end of the Ceremony.
13. All Graduands are expected to pay the levies as stipulated whether or not they hire the academic outfits.
14. All cell phones should be put in the (flight) mode throughout the ceremony.

LEVIES

Convocation Levy - 20,000.00

Mountain Top Alumni Association (MTUAA) Levy - N5, 000.00

Thank you.


Mr. Olufemi Oyewole
Registrar