UNIVERSITY OF IBADAN
BULLETIN

**5071** **Special Release** **22 October, 2026**

## ADMISSION TO DEGREES, AWARD OF DIPLOMAS/CERTIFICATES, AND 78TH FOUNDATION DAY CEREMONIES: 11, 12, 13, 14, 16 AND 17 NOVEMBER, 2026

## NOTICE TO FACULTY OFFICERS

Please adopt the following procedures for handling matters relating to the 2026 Convocation and 78th Foundation Day Ceremonies:

1. **Academic Outfits** (gowns, caps and hoods) are available for collection from the Store Officer as from Wednesday, 28 October, 2026 between 9.00 a.m. and 2.00 p.m. Each Faculty Officer is to collect the allocation for the Faculty for hiring to graduands as from Monday, 02 November, 2026. **Faculty Officers should ensure that academic outfits are returned promptly after the ceremonies.**
   **Academic outfits, Notice to Graduands, Order of Proceedings and 2 Invitation Cards should be given to each graduand as they report at the respective Faculty Offices/Postgraduate College.**
2. Each graduand should present the Bursary Receipts for the following (as the case may be) to the Faculty Officer in order to be issued an academic outfit:
   (i) Hiring of Undergraduate Academic Outfit – ₦5,000 (Five Thousand Naira only).
   (ii) Hiring of Master's Academic Outfit – ₦5,000 (Five Thousand Naira only).
   (iii) Purchase of MPhil and Ph.D Academic Outfits – Graduands are to contact the Postgraduate College for details.
   (iv) School fees containing the appropriate Graduation Levy for Diploma/Certificate, First Degree and Higher Degree.
   (v) ₦1,000.00 (One Thousand Naira) only for the University of Ibadan Alumni Association (UIAA) Membership levy. The levy of ₦1,000.00 must be paid to the Alumni Office. **Please note that the University of Ibadan Alumni Association (UIAA) fee of ₦1,000.00 should be paid by the graduands at the Alumni Office.**
3. All graduands must pay all the levies including Hiring of Academic Outfit Levy, Graduation Levy and UIAA membership Levy, **whether or not** they attend the convocation ceremony. Certificates shall not be released without the evidence of payment of the levies.
4. Faculty Officers are to ensure that graduands are attended to at the Faculty Offices in an orderly manner before and after the Ceremonies.
5. **Faculty Officers are expected to ensure that graduands are properly robed before they are allowed into the venue for the 2026 Graduation Ceremonies on 11, 12, 13, 14, 16 and 17 November, 2026 respectively. They must be seated with the graduands in the respective designated spaces for each Faculty. They must also ensure that, for admission to Degrees and the award of Diplomas, Certificates and prizes, the persons called move in a single line towards the stage and, after shaking hands with the Vice-Chancellor or Chancellor (as the case may be), return to their seats.**

6. Please ensure that First Degree graduands **wear the tassels of their caps to the right.** When the Vice-Chancellor declares "I admit you all", the graduands should move the tassels from the right to the left. Faculty Officers are also to ensure that the above instruction is carried out smoothly before graduands come before the Vice-Chancellor. Higher Degree graduands are to **wear their tassels to the left** throughout the Ceremonies.
7. The taking of photographs or unauthorised movement inside the Graduation Hall will not be allowed. Any graduand who leaves before or during the Ceremony will not be allowed to return to the Hall.
8. Graduands should return the academic outfits (in good condition) to their respective Faculty Offices not later than 48 hours after the ceremony. Graduands who fail to submit their academic outfits 48 hours after the Ceremonies shall pay a **surcharge** of ₦1000.00 per day.
9. Proper returns of academic outfits must be made to the Store Officer by Faculty Officers not later than one (1) week after the ceremonies.
10. Faculty Officers should make a formal report to Senate Officer on the details of graduands who failed to return the academic outfit within the stipulated time.
11. **Faculty Officers should ensure that graduand(s) who damage academic outfits or part thereof are made to pay a surcharge of ₦20,000 for the gown, ₦10,000 for the hood and ₦10,000 for the cap.**
12. Faculty Officers and all others concerned should also please attend the Pre-Ceremony Rehearsal in order to be familiar with the procedures above.
13. The cooperation of all Faculty Officers, essential for the success of the Ceremonies, is hereby solicited.

Thank you.

**G. O. Saliu,** ***JP, fspsp, FNIM, FCIML, MANUPA, MAUA***
Registrar