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| **REPLY COUPON FOR GRADUATING STUDENTS** |

**Tick (√) appropriately in the box and the table below;**

I ……………………………………………… of Student No.……………………………………have confirmed my details as follows;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Programme of Study** | **Region** | | **Student Details**  **\*Fill in the necessary information where there is a correction to be made** | |
| \*Write qualification code only as shown in the key.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Francistown (FP) |  | Names checked and all correct |  |
| Names need correction (**indicate where correction is required**) |  |
| Gaborone (GP) |  | Academic record has been checked – **\* no corrections required** |  |
| Academic Record has been checked – **\* correction required as shown** |  |
| Kang (KP) |  | Copy of transcript attached for corrections as indicated |  |
| **Key:**  SSBM – Small Scale Business Management  MSO – Microsoft Office Suite  CDM – Certificate in Disaster Management  CBWCY – Community Based Work with Children and Youth  CDEP – Certificate for Distance Education Practitioners  DIECDM – Diploma in Integrated Early Childhood Development  DHRM – Diploma in Human Resources Management  DBM – Diploma in Business Management  BBALCM – Bachelor in Business Administration - Leadership and Change Management  BBENTR - Bachelor in Business Entrepreneurship  BCOMME – Bachelor of Commerce (Human Resources & Industrial Relations)  BEDSIE – Bachelor of Education (Special & Inclusive Education)  BEDPRI – Bachelor of Education (Primary Education)  BEDIEC – Bachelor of Education (Early Childhood Development)  PGCQAE – Post Graduate Certificate in Quality Assurance in Education  CEMBA – Commonwealth Executive Master of Business Administration  CEMPA - Commonwealth Executive Master of Public Administration  MEDEL – Master of Education (Educational Leadership) | |
| Maun (MP) |  |
| Palapye (PP) |  |

\*This REPLY COUPON must be completed and submitted at your Regional Campus to confirm that your names in the Graduation list have been written correctly.

Student’s

Signature: ………………………………………………….. Date: ……………………….

Regional Coordinator: ………………………………..…………………………………………

Signature: ………………………………………………….. Date: ……………………….

Date Stamp: