



SERI STAMFORD COLLEGE

26 September 2017

Dear Graduand,

67th SERI STAMFORD COLLEGE ANNUAL GRADUATION CEREMONY 2017

Congratulations on the successful completion of your studies! You are now eligible to attend the Convocation and receive your scroll at the 2017 Graduation Ceremony, details of which are as follows:

Date: 18 November 2017, Saturday

Time: 08:30 am – 09:30 am (Registration)
10:30 am (Ceremony Commences)

Venue: SERI STAMFORD COLLEGE
(Level 2 Auditorium)
Plaza Menjalara
No. 1, Jalan Menjalara Idaman
Bandar Sri Menjalara
52200 Kepong
Kuala Lumpur, Malaysia

The Graduation Committee has negotiated a special graduation package costing **RM350.00** per person inclusive of the following:

1. Photograph – 1 copy of group and 1 copy of 11R & 8R	<i>RM 100.00 is refundable upon return of the graduation robe, hood and mortar-board. (Return before 2pm on 18 Nov. 2017)</i>
2. Loan of graduation robe, hood and mortar-board	
3. Tickets to the Graduation Ceremony – graduand & 2 guests	

Additional Graduation Ceremony tickets are available at the rate of RM50.00 per ticket per guest.

Kindly note that children below the age of 12 are strictly not permitted to enter the convocation hall.

International Students

International students, who are currently not in Malaysia, will be allowed to send their payments via Telegraphic Transfer (TT) to SERI STAMFORD COLLEGE SDN BHD account. Students must scan and email to us at exam@stamford.edu.my a copy of the Telegraphic Transfer form together with the Seri Stamford Registration Form & Tracer Study Form.

The Examination Department will process the registration upon confirmation from the Finance Department that the money has been successfully credited into our account. International students need to remit USD 90 to us. It is not advisable to use currency other than RM (Ringgit Malaysia) or USD (US Dollar).

Below are the details of Seri Stamford College bank account:

Beneficiary's name : SERI STAMFORD COLLEGE SDN BHD
Beneficiary's Account No. : 28100012794
Bank : Hong Leong Bank
Bank Address : No.9 & 11, Jalan 52/2 PJ
New Town Centre
46200 Petaling Jaya
Swift code: : HLBBMYKL
Remark: : Seri Stamford Graduation Ceremony 2017

(International students must ensure that they possess a valid VISA if they are attending the Graduation).

The Graduation Ceremony will commence at 10.30 am sharp. Registration for the ceremony and the collection of robes will be from 8.30 am to 9.30 am at Level 2 Seri Stamford College. All graduands are to be seated at their pre-assigned seats by 10.00 am. All guests are to be seated for the Graduation Ceremony by 10.00 am. **A booth will be set up for the sale of flowers/ bouquets.** Kindly use the coupon which you can collect it together with your ticket to get your bouquet at the special price.

Dress Code: Graduands must observe the following dress code:

GENTLEMEN: Formal attire to be worn (long sleeved shirt and tie with a blazer) with appropriate graduation robe. (Jeans, shorts, t-shirts, sandals, slippers, sports shoes and long unkempt hair will not be permitted at the graduation ceremony).

LADIES: Formal attire to be worn with graduation robe. (Jeans, shorts, t-shirts, sandals, slippers, short skirts will not be permitted at the graduation ceremony). Ladies should wear court shoes which are fully covered. No peep-toes shoes should be worn.

Photography

Our official photographer will take pictures of the ceremony and of individual graduands receiving their scrolls. To avoid disruption to the smooth running of the ceremony, photography/video recording by guests, students or others will not be permitted. Graduands will have ample opportunities to take photographs with their family and friends after the ceremony.

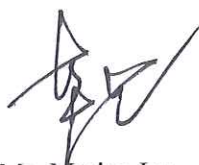
Please take note that Seri Stamford College will provide one free Photo for all graduands and family members. Please collect it from the Souvenir Counter at the Multipurpose Hall, Level 2 (same level as the auditorium) during lunch time (12pm-2pm).

We enclose a REGISTRATION FORM and would appreciate your prompt response together with the necessary payment **on or before 20 October 2017**. Please make all payments by cheque, money order, bankdraft or credit card payable to Seri Stamford College Sdn. Bhd.

Once again, we take this opportunity to congratulate you on your success and hope that you will be able to attend the Graduation Ceremony.

Thank you.

Yours sincerely,



Ms. Marina Lu
Member – Graduation Committee



Ms. Sarina Nair
Chairman-Graduation Committee

IMPORTANT NOTICE

The Ministry of Education (MOE) Malaysia requires all graduates of IPTS to go online to fill up the Graduate Tracer Study Form which is posted on the official website of MOHE at <http://graduat.mohe.gov.my> from the first week of October 2017. Please complete the form online and send it to MOE. You are requested to submit a printout of the Acknowledgement Form and Tracer Study Form, which is enclosed, on or before 10 November 2017 to the Examination Department.