UNIVERSITY OF DAR ES SALAAM

THE 56TH GRADUATION
AGREEMENT FOR HIRING OF ACADEMIC COSTUMES

AN AGREEMENT is made this ..... day of .....2026 between the **UNIVERSITY OF DAR ES SALAAM** (hereunder called "the Owner" which expression shall where the context admits include the successors in the title of the Owner) of one part and ..... (here in after called "the Borrower") of the other part.

It is **HEREBY AGREED** that the owner shall let on hire to the Borrower, academic costumes comprising of a ***gown, hood*** and a **cap** and the Borrower shall take the said academic costumes on the following terms and conditions:

1. The Borrower shall pay the owner a hire charge of **TZS 45,000/=** for the said costumes and convocation fee.

2. The Borrower shall during the period of hire and at his/her own expense keep the said costumes in good condition and shall be responsible for all risks of loss or damage to the said costumes.

3. The Borrower shall return the said costume to the Owner immediately after the graduation ceremony and in any case **NOT LATER THAN THREE DAYS (EXCLUDING WEEKENDS)** from the date of the graduation ceremony.

4. A penalty of **TZS 10,000/=** shall be charged for each day of default to return the hired costumes and in the event of loss of the costume the owner shall be entitled to recover such loss at the current replacement cost of a new costume from the Borrower.

5. A defaulting Borrower **SHALL NOT BE ISSUED** with either a degree **certificate** or **academic transcript** unless and until either the costume is returned or full replacement cost of a new costume is paid and only after discharging the full penalty due under paragraph 4 above.

6. This Agreement is strictly related to the terms and conditions on hiring of academic gown, hood and cap and is not conclusive evidence that, the Borrower has complied with all necessary conditions to be awarded a degree. The Borrower is personally responsible to ensure that all other terms and conditions governing the award of the degree are fulfilled before signing this Agreement. The University of Dar es Salaam is not responsible in whatsoever manner for the circumstances, pre-existing or unforeseeable, emanating from such terms and conditions, which may lead to withholding of the conferral of the degree to the Borrower.

WITNESS WHERE OF the parties here to have executed these presents on the day and the year and manner hereinafter appearing.

i. Borrower (Graduand)

SIGNED AND DELIVERED

..... day of .....2026 by:

Name of the BORROWER (In full) .....
Registration Number .....
Programme .....
Signature .....
Phone Number .....
Email address .....

ii. Witness (Lawyer)
BEFORE ME:

Name (In full) .....

Signature: ..... **STAMP**

Postal Address: .....

iii. Owner (University Officer)

Signed by (Name in full) ..... on behalf of the University of Dar es Salaam

Signature ..... **STAMP**

P.O. Box 35091 Dar es Salaam

iv. Costume Charges and Convocation Fees

Graduands at the Mwalimu JK Nyerere Mlimani Campus should note that all Costume Charges and Convocation Fee payment are made by using **CONTROL NUMBER** which is obtained through ARIS. Graduands are therefore advised to visit their ARIS accounts where they will find a field of **MY PAYMENT**>> select >>**CREATE NEW PAYMENT>>**tick **>> Graduation Fee>>Manually inset amount; TZS 45,000>> Save & Request Control Number. Finally, you will receive a Control Number.** Use the ARIS generated **CONTROL NUMBER** assigned to you and Pay a non-refundable costume hire charge of TZS 40000/ = and TZS 5000/= as Convocation Fees through BANK or MOBILE MONEY SERVICES.

After paying, you should submit the pay-in slip to your respective College/ School or Institute for receipts. The time table for collection of Graduation Gowns will be posted in the University website and notice boards. More information regarding payments is also available on the University website at:www.udsm.ac.tz.