8 April 2005

Dear Students

MMU 6th CONVOCATION CEREMONY

I am pleased to inform you that the Multimedia University 6th Convocation will be held as follows:

Date : 6th & 7th August 2005
Venue : Dewan Seri Negeri, Melaka

For this event, we have designed a Convocation web site, where all details and announcements pertaining to the Convocation will be posted. Therefore, you are advised to constantly view the web site for further updates and announcements. The web site is accessible at http://www.mmu.edu.my/convo (the website will be available by 22 April 2005)

Through the Web site, you are required to:

a) confirm your attendance to the convocation ceremony latest by 15th July 2005
b) submit the robe order form to SUPB Industries Sdn. Bhd. latest by 15th July 2005.

c) confirm your particular latest by 15th July 2005

Please take note of the following details:

a) Briefing on convocation procession:

Date : 5th August 2005
Time : 9.00am
Venue : Dewan Sri Negeri, Melaka

b) Convocation Sessions:

6th August 2005 (Saturday)
First Session
Postgraduates
FOE Graduates
FCM Graduates

Second Session
FIST Graduates
FOM Graduates

7th August 2005 (Sunday)
First Session
FBL Graduates
FET Graduates

Second Session
FIT Graduates
Diploma Graduates
d) Convocation Attire:
Postgraduates & Undergraduates:
National / Traditional Costume or Formal attire with Robe according to Faculty's colour.

Diploma Graduates:
National/ Traditional Costume or Formal Attire which is dark in colour.

e) Student Smart card:
Please take note the student smart card is essential for this Convocation. Should you lose your smart card, RM 20 will be imposed for the replacement card. You may also use your MyKad (64k) should you lose your smart card. Your card needs to be tested prior to the convocation and this can be done as follows:

a) Melaka Campus (Wednesday & Thursday (13 & 14 April 2005))
CMEAD Office, Level 4, Block A.
Contact Person: Mr. Maizan bin Mahat
E-mail : maizan.mahat@mmu.edu.my
Tel. No: 06 252 3248

b) Cyberjaya Campus (Wednesday, Thursday & Friday (13, 14 & 15 April))
Security Office, Ground Floor, STC Building
Contact Person: Mr. Sivakumar
E-mail : siva@mmu.edu.my
Tel. No: 03 8312 5052

(kindly contact the person in charge should you require for other arrangement)

c) After collecting your convocation robe (kindly refer to the Convocation Web site for further details)

d) After the Briefing on the convocation procession.

Students without smart card or MyKad (64k) will not be allowed to go on stage to receive the scroll.

An invitation card will be sent to your home address in early July 2005. Kindly take note that this card is essential for entry into the convocation hall and all parents/guardians MUST bring it along for the ceremony.

One behalf of the university, may I congratulate you on your graduation and we look forward to the joy of the convocation.

Best wishes.

Yours sincerely,

NUR AZURAH REZO
Head