

QUALIFICATION CERTIFICATE INFORMATION

APRIL 2026

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*Inspiring excellence, transforming lives
through quality, impact, and care.*



UNIVERSITY OF THE FREE STATE
UNIVERSITEIT VAN DIE VRYSTAAT
YUNIVESITHI YA FREISTATA

DEAR **GRADUAND**

CONGRATULATIONS ON COMPLETING YOUR QUALIFICATION!

Graduation documentation (i.e., certificate and academic record) will be available and released immediately after the graduate crosses the stage at the conferral ceremonies in the Callie Human Centre or Rolihlahla Mandela Hall.

PLEASE NOTE: If you have outstanding fees, these must be fully settled by 27 March 2026, and any matriculation exemption issues must be resolved prior to graduation. Failure to do so will result in you not being able to receive your certificate on graduation day.

In the event that you are unable to attend the face-to-face graduation ceremony and would like to have the certificate sent to you, the documents will be available and released from the week of 4 May 2026.



FOR COURIER **PURPOSES**

PLEASE NOTE: Graduates are liable for the cost of the courier service.

Those who are unable to attend the face-to-face graduation ceremony, kindly verify your physical address for hand-to-hand courier delivery prior to requesting your certificate. This will ensure that you receive your graduation documentation safely and securely.

COURIER FEES: South Africa R325
International R440



COST AND PAYMENT **INFORMATION**

BANKING DETAILS

Account name:
University of the Free State

Account number: 1570 151 688

Bank: ABSA Bank

Branch code: 630734

Reference number:
605 followed by student number.



Request for courier services and proof of payment, along with a copy of your ID/passport, should be emailed to Transcripts@ufs.ac.za.

PLEASE NOTE: No third party is allowed to collect the certificate on behalf of the student during the graduation ceremony.

However, you can still collect your certificate in person from 5 May 2026 by making an appointment in advance through the Student Contact Services on **+27 51 401 9111** (select option 1) or by emailing Transcripts@ufs.ac.za with your request.

COLLECTIONS CAN ONLY BE DONE ON:

Tuesday or Thursday between 10:00 and 15:00.

If you require any further assistance, please contact the Student Contact Services at:

T: **+27 51 401 9111** (option 1) E: Transcripts@ufs.ac.za

