

QUALIFICATION CERTIFICATE INFORMATION

2025



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VISION **130**
*Renew and Reimagine
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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 during the conferral ceremonies in the Callie Human Centre on the Bloemfontein Campus.

PLEASE NOTE: If you have outstanding fees or matriculation exemption issues, you will not be able to receive the certificate and will have to resolve these outstanding matters first.

In the event that you are unable to attend the face-to-face graduation ceremony and would like the certificate to be sent to you, the documents will be available and released from the week of 7 January 2026.

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



FOR COURIER PURPOSES

For 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.

See the details below for cost and payment information:

COURIER FEES: South Africa R325
International R440



BANKING DETAILS

Bank: Absa Bank
Branch code: 630734
Account name: University of the Free State
Account number: 1570 151 688

Reference number: 605 followed by your student number

Requests 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.



COLLECTION OF CERTIFICATES

However, from 8 January 2026, certificates may be collected in person by the student or an authorised third party, provided that an appointment has been made in advance.

To schedule an appointment, please contact Student Contact Services at **+27 51 401 9111** (select option 1) or email Transcripts@ufs.ac.za with your request.

If a third party is collecting on your behalf, written permission and a copy of the student's identification must be provided.

Collection is available on Tuesdays and Thursdays between 10:00 and 15:00.

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

E: Transcripts@ufs.ac.za

T: **+27 51 401 9111** (please select option 1)

