



THE UNIVERSITY OF TRINIDAD AND TOBAGO

MEMORANDUM

To: All Students

Copy: Professor Festus Addo-Yobo – Vice President, Research, Academic and Student Affairs
Professor Stephen Joseph – Assistant Vice President, Undergraduate Studies
Mr. Curtis James – Assistant Vice President, Finance
Ms. Sandra Ganness – Senior Manager, Corporate Communications
Mr. Jaidath Maharaj – Senior Manager, Student Registry
Ms. Petula Tavares – Senior Student Development Officer
Mr. Alex Hewitt – President, Executive Student Guild

From: Professor Prakash Persad – President

Date: September 12, 2022

Re: **Eligibility for Graduation 2022**

Please be reminded of the following guidelines with regard to Graduation 2022:

1. Certificates for all students who have completed the academic requirements for graduation will be printed and signed by the President, UTT and the University's Chancellor.
2. All students who meet the academic requirements will be allowed to participate in the graduation ceremonies.
3. Only those who have financial clearance will be given their certificates at the respective graduation ceremony.
4. Only those who have met the academic requirements **and** have financial clearance are eligible to be valedictorian.
5. The certificates of those who are not in good financial standing will be secured in the Office of the President until their financial obligations are cleared.

Candidates for graduation are strongly encouraged to liaise with the Student Accounting Unit to confirm their financial status and take the necessary steps to obtain financial clearance.

Prakash Persad

Professor Prakash Persad



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