

INSTRUCTIONS

FOR UNDERGRADUATE AND POSTGRADUATE STUDENTS
EXPECTED TO GRADUATE IN 2025

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Instructions for Undergraduate and Postgraduate Students Expected to Graduate in 2025

Graduation Dates: Monday, 16 June 2025 – Thursday, 19 June 2025

Venue: (see below)

Ceremony Start Time: 7.30 PM

Please read the following instructions carefully and keep them for future reference.

These instructions are intended for all prospective graduates of 2025 at the Cyprus University of Technology (CUT). Receiving these instructions does not constitute confirmation of graduation eligibility or guarantee of diploma conferral at the graduation ceremonies.

You are invited to attend one of the graduation ceremonies, which will take place from Monday, 16 June 2025, to Thursday, 19 June 2025, according to the schedule outlined below.

1. GRADUATION DATES OF SCHOOLS / DEPARTMENTS

- 1) Undergraduate and Postgraduate (master's level) students will graduate on the date designated for their respective School, as detailed in the table below. **Venue for Graduation Ceremony:** Limassol Municipal Garden Theatre "Marios Tokas", located at Lord Byron Street, 3105 Limassol.
- 2) Doctoral (PhD) students will graduate on **Monday, 16 June 2025, at 7:30 PM**. **Venue for Doctoral Graduation Ceremony:** Amphitheatre 1, Tassos Papadopoulos Building, CUT, at the corner of Themidos and Iphigenias Streets, 3036 Limassol.

Graduation Ceremony Dates

Monday, 16 June 2025	
Doctoral Students	
Tuesday, 17 June 2025	
School	Departments
Management and Economics	<ul style="list-style-type: none"> Finance, Accounting, and Management Science, Shipping
School of Tourism, Hospitality, and Entrepreneurship	<ul style="list-style-type: none"> Department of Tourism and Hospitality Management. Department of Entrepreneurship and Digital Business. Cyprus Academy of Tourism and Hospitality Professions
Wednesday, 18 June 2025	
School	Departments
School of Communication and Media Studies	<ul style="list-style-type: none"> Communication and Marketing. Internet Studies and Communication.
School of Fine and Applied Arts	<ul style="list-style-type: none"> Multimedia and Graphic Arts Fine Arts
School of Health Sciences	<ul style="list-style-type: none"> Rehabilitation Sciences Nursing <ul style="list-style-type: none"> Cyprus International Institute for Environmental and Public Health
Thursday, 19 June 2025	
School	Departments
School of Geotechnical Sciences and Environmental Management	<ul style="list-style-type: none"> Agricultural Sciences, Biotechnology and Food Science Chemical Engineering
School of Engineering and Technology	<ul style="list-style-type: none"> Electrical Engineering and Computer Engineering and Informatics. Mechanical Engineering and Materials Science and Engineering Civil Engineering and Geoinformatics Engineering

2. GUESTS AT THE CEREMONY

- Each graduate will receive **up to five (5) invitations**. These invitations are **for your guests** and **not for the graduate themselves**. Invitations must be presented at the entrance of the theatre to gain access. Invitations will **not be personalized**. Your guests may choose their seats within the designated guest seating areas on a first-come, first-served basis.
- Therefore, the **earlier** your guests arrive at the Limassol Municipal Garden Theatre, the more likely they are to find seats in the front rows (closer to the graduates and the stage).
- No individual will be allowed entry to the theatre grounds **without an invitation**.
- **ALL graduates** [Must Register Here](#) to confirm their attendance at the ceremony (in order to receive their invitations) and to assist in event planning. **Deadline for registration:** Friday, 6 June 2025, at 14:00.
- A **personal envelope** containing the invitations and other important information regarding the ceremony will be prepared only for those graduates who confirm their attendance. This envelope can be collected in person from the **Student Life Office** at the **Student and Academic Affairs Service**, located at the corner of Athenon and Nikolaou Xiouta Streets, 3040 Limassol, from **Monday, 12 May 2025 to Thursday, 12 June 2025, excluding weekends**, between **08:30 – 14:00**.
 - The envelope must be collected **personally by the graduate**.
 - Alternatively, it may be collected by another person **with written authorization** (a sample authorization form is attached to the original document).

3. ATTIRE FOR THE GRADUATION CEREMONY

- Graduates attending the ceremony **must wear full academic uniform** (gown and cap).
- **No graduate will be allowed to participate** in the ceremony without proper academic attire.
- Academic uniform should be ordered from Eurojet using the following instructions:
 - 1) Orders must be placed online through the Eurojet website: www.eurojet.com.cy/gowns-university-college/
The attire can be collected from AKIS Express offices or from the following Eurojet stores in Nicosia and Limassol:

- I. Nicosia: 58Γ Makariou Ave., P.O. Box 1075, Tel. 22375050
Opening hours:
Mon/Tue/Thu/Fri: **08:30 – 18:30**
Wed/Sat: **08:30 – 13:30**
 - II. Limassol: 46 Gladstonos St., P.O. Box 3041, Tel. 25353677
Store open from 26/5/2025 – 31/7/2025
Opening hours:
Mon/Tue/Thu/Fri: **09:30 – 18:00**
Wed/Sat: 09:30 – 13:30
- 2) **Online payment is recommended.** In case of order cancellation, a full refund will be issued without any extra charges.
 - 3) It is recommended to select **home delivery** within urban areas. For delivery outside urban areas, items will be sent to the nearest AKIS Express branch.
 - 4) If you choose to collect your academic uniform from the Eurojet store, you must complete the Rental and Consent Form (attached to the original document) and submit it at the store.
 - 5) Store payment is **preferably by credit/debit card.**
 - 6) The gown may only be worn by the designated renter/graduate. It is strictly prohibited to lend or transfer it to another person. Gowns must **not be washed or ironed.**
 - 7) The renter/graduate must **return the gown** to the Eurojet store in Nicosia or Limassol as soon as possible, and **no later than seven (7) days** after the ceremony. Alternatively, returns can be sent by courier (at the graduate's own expense) to: Eurojet Store – 58Γ Makariou Ave., Nicosia, P.O. Box 1075 Courier return options:
 - **G.A.P. AKIS Express** – 12 Naxou St., Nicosia
 - **ACS Courier** – 22 Michalakopoulou St., Nicosia
- Ensure your **name, telephone number, and order number** (if ordered online) are included with the return.
- 8) **Rental and Purchase Prices:**
 - Rental and purchase prices are shown in the table below.

- Home delivery is charged an additional €5.00
- Shipping to an AKIS Express office is charged an additional €2.50
- In case students do not wish to prepay online, they have the option of cash on delivery (i.e. paying to the delivery company upon receipt of the order. Cash on delivery is charged an additional €1.10
- For more information, contact Eurojet at **22375050**.

Prices	ΠΤΥΧΙΟ BACHELOR	ΜΕΤΑΠΤΥΧΙΑΚΟ MASTER	ΔΙΔΑΚΤΟΡΙΚΟ PHD
			
Rental	35.00	37.00	40.00
Purchase	77.00	77.00	92.00

4. PHOTOS AND VIDEO OF THE CEREMONY

4.1. General Information

- Following a call for offers, the University has selected a **professional photographer** (with affordable pricing) to provide services before and during the graduation ceremonies.
- The selected studio is **PHOTO TAKIS**, located at: 253, 28th October Street (near St. Catherine's Church – Catholic), seafront area, Molos, Limassol
Tel: 25-351500, 99415041.
- Graduates will be able to take photos in a specially arranged **outdoor area** at the entrance of the Limassol Garden Theatre, during the following time slots: 4:30 PM – 6:30 PM and after the conclusion of the ceremony.

- If a graduate is unable to take photos during those hours, they may **arrange an appointment** with PHOTO TAKIS for a studio photo session. Photos will also be taken during the **degree awarding**, the **honouring of top-performing students**, **group photos by department**, etc.
- The photographer is also responsible for the **videography** of the ceremony and the production of a **USB video recording**, which each student can **pre-order**.

4.2. Ordering and Payment for Photos and Video on USB

- Graduates who wish to be photographed or to obtain the ceremony video on USB must [HERE](#) in advance to assist in planning. Deadline for placing orders: Thursday, 12 June 2025, at 14:00. Payment for photos and/or USB can be made on the **day of the ceremony rehearsal** (8:00 AM – 10:00 AM) or on the **day of the official ceremony**, between 4:30 PM – 6:30 PM and after the ceremony.

4.3. Photo Selection

- After the ceremony, PHOTO TAKIS will upload all photos to their website: www.phototakis.com.cy. They will be organized in secure folders by category (e.g., outdoor area, diploma award, etc.). Each photo will include a **unique identification number** at the bottom.
- To select your photos:
 - Go to the website and click on the icon **TEPAK2025**
 - Enter the password: **TEPAK2025** and click **LOGIN**.
- To finalize your order: Contact the photographer via email: fototakis@cytanet.com.cy. Include your: Student ID (order number), Full name and Photo numbers you wish to purchase. Please ensure that the number and size of photos selected match your original order and payment. If you wish to order additional photos, please contact the photographer directly for further arrangements.

4.4. Αποστολή των φωτογραφιών

- The photographer will ship the order via **courier**, unless the graduate requests to collect the photos in person from PHOTO TAKIS.
- **Shipping costs**, as noted earlier, must be paid on the day of the ceremony.

4.5. Note on the Graduation Ceremony Video on USB

- The graduation video on USB is encrypted and cannot be copied or duplicated. The same level of security applies to all photos provided.

- Please note that **no movement in front of the stage** will be permitted during the ceremony for the purpose of taking photos or videos. Only the **official photographer** will be allowed to do so.

4.6. Price List – Photos, USB, Packages

No	Description	Price
1	Photos:	
	Photo 15x20cm	€3,00
	Photo 20x30cm (A4)	€5,00
2	Video on USB (32GB)	€14,00
3	Package A - includes:	
	1 USB of the Graduation Ceremony	
	4 Photos 15x20cm	
	4 Photos 20x30cm	
	Total price of Package A	€36,00
4	Package B - includes:	
	1 USB of the Graduation Ceremony	
	5 Photos 5x20cm	
	1 Photos 20x30cm	
	Total price of Package B	€30,00
5	Digital Photos	
	High resolution, sent by email – price per photo	€3,00
6	Delivery costs (if requested by the student)	
	Courier delivery within Cyprus (pick-up at courier's central office in each city)	€4,00

5. GRADUATION CEREMONY REHEARSAL

- The rehearsal will take place between **9:00 AM – 9:45 AM** at the **same venue** (Limassol Municipal Garden Theatre) for the Schools and Departments graduating on that day.

- **Attendance is mandatory** for all students participating in the ceremonies. Graduates are requested to **dress in casual clothes** for the rehearsal and not to wear the academic regalia (gown and cap).
- Please arrive at the venue **no later than 8:30 AM**, i.e., at least 30 minutes prior to the start of the rehearsal.
- After the rehearsal, each graduate will receive a folder containing Their official detailed transcript, an authenticated copy of it

6. SETTLEMENT / CLEARANCE OF UNIVERSITY OBLIGATIONS

- Graduates who have any pending obligations toward the University—such as.
 - Dormitory rent
 - Library book loans
 - Tuition fees
 - Borrowed computer equipment
 - Or any other dues
- must settle them by Wednesday, 4 June 2025, at the latest.
- Failure to clear these obligations may result in non-participation in the graduation ceremony or withholding of documents.

7. ENTRY TO THE LIMASSOL MUNICIPAL GARDEN THEATRE “Marios Tokas”

- Graduates and their guests are strongly advised to **enter the enclosed area of the Limassol Public Garden** through the **Main Eastern Entrance**, located on **Lord Byron Street**, Limassol).



- Once inside the garden area **Guests** will enter the theatre through the **North and South entrances**.



- **Graduates** will use different entrances according to their assigned seating area. Section A (Díazoma A), South Entrance.
- **Graduates** will use different entrances according to their assigned seating area. Section C (Díazoma C), South Entrance.

8. GENERAL INFORMATION / INQUIRIES

- Graduates who have registered to attend the ceremony must arrive at the venue no later than 6:30 PM, i.e., at least one hour before the ceremony begins, wearing their full academic dress (gown and cap).
- Guests are not allowed to leave their designated seating area enter sections A, B, or C (front sections), which are reserved for graduates, academic staff, and officials.



- For any questions or to inform the University of any issues related to the graduation ceremony, students may contact Mr. Elias Vasiliou, email: elias.vasiliou@cut.ac.cy, tel: 25-002415 or 25-002710/11.