



# JULY 2021 GRADUATION CERTIFICATE AND TRANSCRIPT DELIVERY

The Student Records Office currently remains physically closed to the public. July 2021 graduates may request to receive their hard copy degree certificate and transcript via courier delivery only.

The Student Records Office remains physically closed and personal collection of certificates is not possible at this time. If you do not wish to make use of the courier delivery option at present, your certificate will continue to be stored in the Student Records Office for delivery or collection at a later date.

To request your certificate and transcript via courier delivery, please follow the instructions outlined below:

## COURIER RATES

<b>LOCAL</b>	Cape Town Only: Central, Northern & Southern Suburbs, Atlantic Seaboard, & Blouberg (excludes Southern Peninsula)	R 50
<b>NATIONAL</b>	North West, Limpopo, Gauteng, Mpumalanga, Eastern Cape, Kwa-Zulu Natal & Western Cape (includes Southern Peninsula & areas outside Cape Town)	R 75
<b>OUTLYING</b>	Northern Cape, Free State & all Rural, Outlying Town Areas	R 120
<b>INTERNATIONAL</b>	Africa	R 400
	Middle East & Europe	R 510
	Canada, Mexico & USA	R 550
	Asia & Australasia	R 720

## STEP ONE - MAKE THE RELEVANT PAYMENT TO THE STUDENT RECORDS OFFICE VIA EFT AS FOLLOWS:

**Bank:** Standard Bank  
**Account Name:** University of Cape Town (can be added as a Public Recipient)  
**Account Number:** 071503854 (Current) Please Select the Sundries Account  
**Branch Code:** 025009 (Swift Code: SBZAJJ for international payments)  
**Reference:** 37425/Student Number (E.G. 37425/STDREC001)

Please remember to send your Proof of Payment to yourself or download it to your device. Rename your proof of payment file as follows: Surname\_Name

## STEP TWO - SUBMIT DELIVERY DETAILS & UPLOAD PROOF OF PAYMENT

Provide your delivery address, contact details, and upload proof of payment at the following link from 30 July 2021 onwards: <http://bit.ly/July2021Courier>

- Requests will be processed within 5-10 business days and courier delivery will be made in 1-4 working days thereafter (depending on location).
- Payments made in error will not be refunded.
- All requests will be processed in the order they are received, in line with courier availability.
- Queries can be directed to the Student Records Office at [reg-records@uct.ac.za](mailto:reg-records@uct.ac.za)