RHODES UNIVERSITY
Where leaders learn

birch's
Sewn in Distinction
SINCE 1860

Rhodes University Graduation, October 2026

Dear Rhodes Graduate

Many congratulations on your graduation and everything of the best in your future endeavors! T Birch & Company have been contracted by Rhodes to provide you with your academic dress and therefore we will be here during your graduation ceremony with all the relevant academic stock.

HIRING OF ACADEMIC WEAR

No form is required. Rhodes has provided us with all your details.

Please pay the **exact required** amount using the following payment options: **EFT, ATM Deposit** or **SnapScan**. Reference your payment with student number and surname. Hire orders for collection at the Birch's Shop only. Bring your proof of payment with when collecting your attire.

Hire Prices - Including refundable deposit

Hire Gown	R305.00
Hire Hood / Scarf	R245.00
Hire Bonnet (Doctors Only)	R275.00

PURCHASING OF ACADEMIC WEAR

No form is required if you are collecting your order at the Birch's shop (Recommended). Alternatively your order can be posted to you

Postage

Complete the PURCHASE ORDER FORM (next page) and email the form along with your proof of payment to:

E-mail: rhodes@birchs.co.za
Whats App: 073 255 1071

Snap here to pay
SnapScan

COLLECTION INSTRUCTIONS

We will fit you out on your arrival. If you cannot collect your attire yourself please provide the person collecting with your following measurements:

Height: Full height - Top of head to toes (Between 1.45m and 2.10m).
Head measurement: Around the head above the ears (Between 53 cm and 63 cm).

Collection of your order:

Venue: Birch's, 45/47 High Street, Makhanda 6140

Dates:

Monday 28th September	8:30am to 17:00pm
Tuesday 29th September	8:30am to 17:00pm
Wednesday 30th September	8:30am to 17:00pm
Thursday 1st October	8:30am to 17:00pm
Friday 2nd October	7:30am to 17:00pm

Return of hired attire:

Venue: Birch's, 45/47 High Street, Makhanda 6140

Dates: During normal shop hours, as above and no later than Saturday 3rd October from 08:30am to 13:00pm.

Refund: A refundable deposit of R100.00 per item hired will be paid into your account within 72 hours of receipt of the final confirmtion WhatsApp.

NB: You will be liable for any damaged goods or late returns to the full retail price of the outfit, prices overleaf. Your hire fee does not cover the value of your outfit.

PAYMENT INSTRUCTIONS

Deposit the full amount into our bank account, as per the purchase prices overleaf or hire prices above OR call into our shop in High Street to place your order and pay.

NB: REFERENCE YOUR DEPOSIT SLIP WITH YOUR SURNAME AND STUDENT NUMBER, OTHERWISE WE WILL NOT BE ABLE TO MATCH YOUR PAYMENT TO YOUR NAME.

Bank:	Standard Bank	**Account Name:**	T Birch & Co
Branch Code:	05-09-17	**Account Number:**	082 026 572

STUDENTS RESIDING OUTSIDE OF SOUTH AFRICA:
Please do not make a deposit into our bank account, you may place your order and pay at our shop when arriving to attend your graduation ceremony.

T. BIRCH & CO. (PTY) LTD
P O Box 66, Makhanda, 6140, South Africa

WWW.ROBES.CO.ZA
T. 046 622 2509 / 7010 Whats App: 073 255 1071
E. rhodes@birchs.co.za

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PURCHASE ORDER FORM

Rhodes University Graduation, October 2026

ONLY COMPLETE AND E-MAIL PURCHASE FORM IF YOUR ORDER IS TO BE POSTED

Surname: _____ I.D. Number: _____

Initials: _____ Qualification: _____

Student Number: _____ Faculty: _____

Postal Address: _____

_____ Postal Code: _____

Cellphone Number: _____

Telephone Number: _____ Fax Number: _____

MEASUREMENTS REQUIRED

Full height (Head to floor without shoes) _____

Chest / Bust (All round) _____

Head circumference (PHD / Doctors only) _____

PURCHASE PRICES

Please tick in the customer use column next to the items you require.

Prices include VAT and are valid until 31 December 2025	Purchase Prices R	Customer Use √
1) GOWNS		
BACHELORS / MASTERS GOWNS		
Texturised Polyester	R1 395.00	
Polyester Cashmere	R1 695.00	
PHD / SENIOR DOCTORS GOWNS		
Texturised Polyester	R2 695.00	
Polyester Cashmere	R3 050.00	
2) HOODS		
BACHELORS HOODS LINED	R545.00	
(B.Journ, B.Com, B.Sc, B.Soc Sci, B.Sc (Inf Sys) B.Econ, B.Mus, B.FA, LLB)		
BACHELORS HOODS LINED + SATIN	R645.00	
(B.Bus Sci, B.Sc (Sof.Dev), B.Pharm)		
BACHELORS HOODS LINED + RIBBON	R695.00	
(BA, B.Ed)		
HONOURS HOOD LINED	R545.00	
(B.Ed Hons)		
HONOURS HOODS LINED + CORD	R665.00	
(B.Com, B.Econ, B.Soc Sci, B.Sc, B.mus)		
HONOURS HOODS LINED + RIBBON + CORD	R785.00	
(B.A Hons)		
MASTERS, PHD, DOCTORS HOODS	R880.00	
Post Grad Diploma / Certificate Scarf	R650.00	
3) HEADWEAR		
PHD / Doctors Bonnets	R1 795.00	
4) EXTRAS		
Gown bags	R135.00	
COURIER SERVICES (ONLY PURCHASE ITEMS)		
1 Item posted	R195.00	
2 Items posted	R265.00	
	TOTAL COST	

ACADEMIC DRESS REQUIREMENTS

Degree	Gown & Hood
Post Grad Diploma / Certificate	Gown & Scarf
PhD / Doctors	Gown, Hood & Bonnet

HIRE PRICES

Hire Gown	R 305.00
Hire Hood / Scarf	R 245.00
Hire Bonnet (Doctors only)	R 275.00

BANK DETAILS

Bank:	Standard Bank
Account Name:	T Birch & Co
Account Number:	082 026 572
Branch Code:	05-09-17

Reference deposit slip with your Surname and student number.

Posted Orders To Be Paid And Emaild By **Monday , 21st September 2026**

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THE REFUND PROCESS

Dear Graduand

Please note NO CASH REFUNDS will be paid out on Campus.
All refunds will be paid out electronically. The refund process can only begin once you have returned your graduation attire.

Local Students:
*You will require a valid local bank account and a valid local cell phone number. Please follow the **3 Step Refund Procedure** below.*

International Students:
*If you do not have a local bank account, please e-mail a copy of your passport to rhodes@birchs.co.za **prior to your ceremony** in order to have your refund processed. If you have a local bank account please follow the **3 Step Refund Procedure** below.*

3 STEP REFUND PROCEDURE

Step One:

You will receive a WhatsApp from us requesting your banking details.

Step Two:

You will send us your banking details via WhatsApp.
Please reply promptly with your BANK NAME and ACCOUNT NUMBER.
DO NOT send credit card details. Only current, savings or cheque account details will be accepted.
Please check your bank details carefully before submitting.

Step Three:

You will receive a final confirmation WhatsApp that your banking details are on our system.

Payment will be made to the account number provided within 72 hours of the receipt of the FINAL CONFIRMATION WHATSAPP.
Should you experience any difficulties with the refund process please e-mail us at rhodes@birchs.co.za

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