



Celebrating 50 years of diverse excellence

# GRADUATION INFORMATION PACK





# 1

## Date and Venue

- **Date:** The graduation ceremony is scheduled for Friday 29th November 2024. Please mark your calendars and make necessary travel arrangements in advance.
- **Venue:** The event will be held at the **Mavuso Trade & Exhibition Centre**, located in **Manzini CBD**. The venue is easily accessible from major transportation hubs. Detailed maps and directions will be provided closer to the event.
- **Arrival time:** The arrival time will be from 06:30AM - 07:00AM to allow seating according to respective courses.

# 2

## Provisional Graduation List for Registration

A provisional graduation list will be published on IDM social media channels by 31st August 2024. All prospective graduands are expected to validate their details e.g. names, award title etc, to ensure the accuracy of the information contained on the graduation list. Graduands who do not find their names on the provisional graduation lists are required to email their respective Registrar's. A separate link will be shared for you to indicate how many guests you will be bringing.

# 3

## Dress Rehearsal

- **Date and Time:** A mandatory dress rehearsal will take place the day before the graduation ceremony, on 28th November 2024 at 05:30PM.
- **Purpose:** This rehearsal is crucial for ensuring that the ceremony runs smoothly. Students will practice the processional, seating arrangements, and how to

receive their certificates/diplomas/degrees/masters on stage. Efforts to stream the rehearsal online will be made.

# 4

## Conduct and Decorum

- **Behavior:** Graduates are expected to conduct themselves with the utmost respect and dignity throughout the ceremony. This includes refraining from disruptive behavior and adhering to the ceremony's guidelines.
- **Dress Code:** Formal academic attire is mandatory. Graduates should wear their caps and gowns as per the instructions provided through Registrar's Office.
- **Protocol:** Students should follow all instructions given by the event coordinators, including where to sit and how to proceed during the ceremony.

# 5

## Exchange Currency for Traveling Students

- **Currency:** The local currency is the Lilangeni (SZL)/South African Rand (ZAR). We recommend that students traveling from Lesotho & Botswana Campuses exchange currency before arriving in Eswatini, as exchange services may be limited in the area.
- **Where to Exchange:** Currency exchange can be done at major airports, borders, banks, and licensed exchange bureaus. It's advisable to carry some cash for small purchases and emergencies.

## 6 Climate on the Day of the Event (CAT)

- **Weather Forecast:** November in Eswatini typically sees warm and pleasant weather, with temperatures ranging from 20°C to 30°C (68°F to 86°F). However, there is a possibility of light rain as it is summer.
- **Attire Considerations:** While the ceremony is indoors, it is advised to dress comfortably for the weather, especially if you plan to spend time outdoors before or after the event.

## 7 Invitation Cards

- **How to Obtain:** Official invitation cards for the graduation ceremony will be issued by your respective Registrars.
- **Collection:** Students can collect their invitation cards as indicated in their graduation registration form. A maximum of 3 cards can be issued to admit student and their 2 guests.

## 8 Immigration Services for Traveling Students

- **Visa Requirements:** Please ensure that you have the necessary visa to enter Eswatini if required. Students should check with their local consulate or embassy regarding visa application processes.
- **Documentation:** Carry all required travel documents, including your passport, student ID, and any visa paperwork. It's advisable to have copies of these documents in case of loss or theft.





## ESWATINI REGALIA SUPPLIERS

### *Zwane Sandile*

Clettas Uniforms  
SEDCO industrial site  
Unit 1  
Tel 24041161  
Cell 76057364

## LESOTHO REGALIA SUPPLIERS

### *Elizabeth Fashion Designs*

Located at Captain Doregos Building  
Contacts: 58478204/62000023

### *Ms Lebohang Phaloli*

Contact:s 53347302

### *Marenang Fashion Designs*

Contacts: 63018151  
Salman Building opposite Lesotho High School  
First Floor

## BOTSWANA REGALIA SUPPLIERS

### *Angels Enterprises*

Plot 6413, Unit 5, Noko Road, Broadhurst Industrial,  
Gaborone, Botswana  
telephone: 397 1168  
email: [info@angels.co.bw](mailto:info@angels.co.bw)



IDM CERTIFICATE PROGRAMMES



IDM DIPLOMA PROGRAMMES



BACHELOR OF ARCHIVES AND RECORDS MANAGEMENT



CIPS PROFESSIONAL DIPLOMA IN PROCUREMENT AND SUPPLY - LEVEL 5



CIPS ADVANCED DIPLOMA IN PROCUREMENT AND SUPPLY - LEVEL 5



BACHELOR ARTS IN EARLY CHILDHOOD DEVELOPMENT AND EDUCATION



BACHELOR OF PROJECT MANAGEMENT



BACHELOR OF BUSINESS ADMINISTRATION IN TRAVEL AND TOURISM



BACHELOR OF HUMAN RESOURCE MANAGEMENT



BACHELOR OF OFFICE MANAGEMENT



BACHELOR OF COMMUNITY DEVELOPMENT



BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY NETWORKING AND SOFTWARE ENGINEERING



POSTGRADUATE DIPLOMA IN MONITORING AND EVALUATION



BACHELOR OF COMMUNITY DEVELOPMENT



BACHELOR OF PUBLIC HEALTH



POSTGRAD DIPLOMA IN PROJECT MANAGEMENT



BACHELOR OF EDUCATION (MANAGEMENT)



BACHELOR OF PUBLIC FINANCE AND ACCOUNTING



MSc PROJECT MANAGEMENT  
MSc LOGISTICS AND SUPPLY CHAIN MANAGEMENT





See table below.

NAME	DISTANCE TO VENUE	Rooms Available	Rates/Night	B&B	RATING	CONTACTS	WEBSITE LINK
Hilton Garden Inn (Mbabane)	34.9 KM	Standard-70 Twin-26 Kingdeluxe-26 Executive-2	E2400.00 E2400.00 E3000.00 E4000.00	Yes	5	+268 2409 2308	<a href="http://www.hgimbabane.reservations@hilton.com">www.hgimbabane.reservations@hilton.com</a>
Sibanesami Hotel (Ezulwini)	27.8km	Sharing-26 Executive-2 Honeymoon-1 2bedroom-2	E1500.00 E2800.00 E2800.00 E2100.00	Yes	4	+27 814201793	<a href="http://www.sibanesamihotel.co.sz">www.sibanesamihotel.co.sz</a>
Happy Valley Hotel (Ezulwini)	23.1km	Sharing-57 Executive-23	E3749.00/E1874.00 /E4410.00 E4410.00	Yes	4	+268 2416 1199 +268 2416 1898	<a href="http://www.happyvalleyhotel.com">www.happyvalleyhotel.com</a>
Bethel Court Vineyard (Ezulwini)	28.8km	Standard-21 1 bedroom-8 2 bedroom-9	E990.00/E1300.00 E1500.00 E1720.00	Yes	3.5	+268 2416 1977 +268 7608 6055	<a href="http://www.bethelcourt.co.sz">www.bethelcourt.co.sz</a>



## Accommodation (Cont.)

NAME	DISTANCE TO VENUE	Rooms Available	Rates/Night	B&B	RATING	CONTACTS	WEBSITE LINK
Mantenga Lodge (Ezulwini)	24.1 km	Standard-22 Superior-16	E1485.00/E1165.00 /E1350.00 E1495.00/E1884.00 /E1630.00	Yes	4	+268 2416 1049 +268 7602 5266	<a href="http://www.mantengalodge.com">www.mantengalodge.com</a>
Esibayeni Lodge (Matsapha)	8.8km	Standard- 292 Chalets-25 Suites-8	E1092.50 E1667.50/E3041.50 E1322.50	Yes	3.5	+268 2518 4848 +268 7860 4845	<a href="http://www.esibayenilodge.com">www.esibayenilodge.com</a>
The Gallery Hotel (Matsapha)	7.7km	Sharing-35 Double-23 Deluxe-2	E985.00 E850.00 E1100.00	Yes	2	+268 2518 7978 +268 7836 0069 +268 7663 5993	<a href="http://www.gallery-hotel.com">www.gallery-hotel.com</a>
Summerfield Botanical Resort (Matsapha)	15.9km	Luxury-15 Executive-5	E2200.00 E2500.00	Yes	4.5	+268 2518 4693 +268 7641 9662	<a href="http://www.summerfieldresort.com">www.summerfieldresort.com</a>



## Accommodation (Cont.)

NAME	DISTANCE TO VENUE	Rooms Available	Rates/Night	B&B	RATING	CONTACTS	WEBSITE LINK
IDM Hostels (Matsapha)	3.8km	Sharing-45	E600.00	No		+268 2550 4085	nomvuyon@idmbis.ac.sz
Matsapha Inn (Matsapha)	8.9km	Sharing-18	E750.00/E950.00	Yes	2	+268 2560 1797	www.matsaphainn.com
Tums George Hotel (Manzini)	4.5km	Sharing-8 Double-31	E2312.00 E2312.00	Yes	3	+268 2505 2260	www.tgh.co.sz
Park Hotel (Manzini)	2.7km	Sharing-26	E600.00	Yes	1	+268 2505 7423/4/5	www.swaziplace.com/parkhotel
Madonsa Guest House (Manzini)	5.5km	Sharing-5 Double-4	E650.00 E550.00	No	3	+268 2505 5725 +268 7939 0674	



## Accommodation (Cont.)

NAME	DISTANCE TO VENUE	Rooms Available	Rates/Night	B&B	RATING	CONTACTS	WEBSITE LINK
Global Village (Manzini)	6.3km	Sharing-30	E850.00/E1100.00/ E1550.00	Yes	3	+268 7603 7242	<a href="mailto:www.bookings@globalvillage.co.sz">www.bookings@globalvillage.co.sz</a>
Downtown B&B (Manzini)	5.6km	Sharing-6	E450.00/E500.00	No	2	+268 7603 0991	
Valley View Lodge (Manzini)	4km	Sharing-8	E600.00/E900.00	Yes	2	+268 7818 2830 +268 2505 4892	<a href="http://www.valleyviewlodges.com">www.valleyviewlodges.com</a>
Victoria Guest House (Manzini)	3.8km	Sharing-8	E400.00/E500.00	No	2	+268 7626 1949	
Nkonyeni Golf Estate (Sdvokodvo)	23.3km	Sharing-23	E1600.00	Yes	4	+268 7690 3524 +268 2416 2072	<a href="http://www.royalvillas.co.sz">www.royalvillas.co.sz</a>



## Accommodation (Cont.)

NAME	DISTANCE TO VENUE	Rooms Available	Rates/Night	B&B	RATING	CONTACTS	WEBSITE LINK
Tums Waterworld (Sdvokodvo)	18.5km	Sharing-25 Villa-3bedroom	E1300.00 E3900.00	Yes	3	+268 7694 9342	<a href="http://www.tumswaterworld.com">www.tumswaterworld.com</a>
Royal Villas (Ezulwini)	26km	4bedroom villas-13 King suite Queen Std queen/twin	E2600.00 E2070.00 E2280.00	Yes	4.5	+268 7690 3524 +268 2416 2072	<a href="http://www.royalvillas.co.sz">www.royalvillas.co.sz</a>



18<sup>th</sup> Joint  
**GRADUATION  
CEREMONY 2024**



Celebrating 50 years of diverse excellence

**WE ARE LOOKING FORWARD TO HOSTING YOU IN THE KINGDOM OF ESWATINI.**



# idma

INSTITUTE OF  
DEVELOPMENT  
MANAGEMENT

Botswana • Lesotho • Eswatini

Growing Great Minds



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