

Dear Graduand,

Congratulations on the completion of your studies.

Serangoon Broadway has been appointed by EduClaas as the official Academic Dress Management Services provider for your upcoming Graduation Ceremony. Please read the following administrative details to aid you in the smooth preparation of your graduation.

### 1. Ordering of Academic Dress

All attending graduands are required to place their order of the academic dress via Serangoon Broadway homepage **from 01 – 20 November 2025**. An appointment is required for the academic dress collection.

- Go to Serangoon Broadway homepage: <https://www.serangoonbroadway.com/>.
- Click on 'Login' at the top right-hand corner of the page.
- Login with the ceremony code below, after which the subsequent steps are self-explanatory.

Ceremony Code : **SBEC0112**

*Graduands may choose to make an appointment for the academic dress collection immediately after the submission of the academic dress order form **OR at any other convenient time** by logging in again. Graduands may wish to note that appointment slots are on a first-come-first-served basis.*

*To re-login to book an appointment or make any changes to the submitted order, please log in using your student number and mobile number.*

### 2. Collection and Returning of Academic Dress

Please note the following date of collection and returning of academic dress.

**Gown Collection Period 25 – 30 November 2025**

**Gown Returning Period 09 – 14 December 2025**

### 3. Rental Fee and Refundable Security Deposit

The rental fee and refundable security deposit have to be made to Serangoon Broadway during the academic dress collection. The preferred mode of payment is cash and NETS.

<b>Rental Fee for Academic Dress</b>	S\$60.00
<b>Refundable Security Deposit</b>	S\$100.00

The deposit will be forfeited if the academic dress is returned **after 14 December 2025** and/or it is not in **good condition\***.

*\* The term "good condition" refers to NO cuttings/alterations of any kinds, burns, tears, rips in fabric, holes on velvet or satin, discolorations, irremovable stains, scotch tape marks, damaged or missing buttons/tassel.*

#### **4. Graduation Ceremony Photo Gallery**

Ceremony photos taken throughout the Graduation Ceremony are available via our website from **09 December 2025**.

- a) Go to Serangoon Broadway homepage: <https://www.serangoonbroadway.com/>.
- b) Click on 'Login' at the top right-hand corner of the page.
- c) Login with the ceremony code, after which the subsequent steps are self-explanatory.

Please contact Serangoon Broadway Customer Service if you have any query.

**Serangoon Broadway**  
**1365 Serangoon Road Singapore 328244**  
**Tel: 6293 3998 | Email: [graduations@serangoonbroadway.com](mailto:graduations@serangoonbroadway.com)**