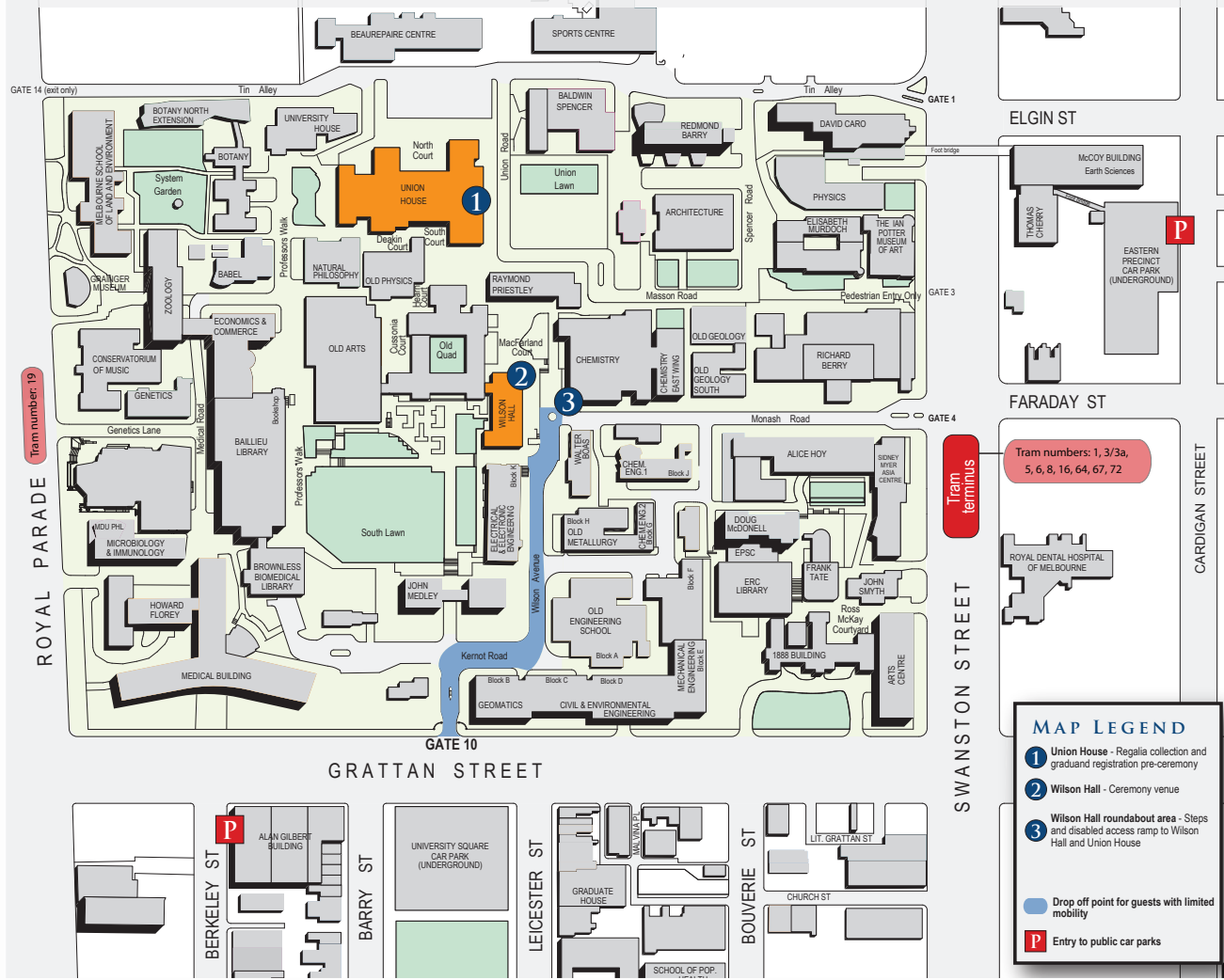


UNIVERSITY OF MELBOURNE GRADUATIONS

www.graduations.unimelb.edu.au



THE UNIVERSITY OF
MELBOURNE

GRADUATION DAY GUIDE

MARCH 2012

10:30AM CONFERRING CEREMONY

8:00am to 9:30am

Regalia collection, graduand registration and guest ticket collection

9:40am

Wilson Hall opens for graduands and guests

By 10:00am

All graduands must be seated

By 10:15am

All guests must be seated

10:30am

Ceremony commences (approximately 90 minutes)

12:00pm

Celebration with light refreshments

By 1:00pm

Hired regalia to be returned

SERVICES AVAILABLE ON THE DAY

A range of services will be available on the day. These are independent business, and include:

- photographers
- florists
- framing services
- graduation rings and watches

See www.graduations.unimelb.edu.au for more detail

SERVICES AVAILABLE ON THE DAY

Photographers and other services are available from opening of registration and gowning; and will close 45 minutes prior to the ceremony start time. They will reopen at the conclusion of the ceremony.

Produced by the Office of the Provost
www.graduations.unimelb.edu.au

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GRADUANDS

Book your regalia

You can hire academic dress for the ceremony from the Grad Shop in the Student Union from Monday 13 February 2012.

Book and pay for your regalia at least 7 days before your ceremony to avoid the late booking fees.

More information is available on the graduations website.

www.graduations.unimelb.edu.au/graduands

What to wear

University regulation requires that you wear correct academic dress (regalia) at your ceremony. University of Melbourne regalia follows the Oxford model, so your clothing will be clearly visible under your gown.

As this is a formal occasion, we recommend you dress as if you were going to a formal business interview. Keep in mind that you will need to be able to go up and down stairs to accept your award.

Registration, ticket and regalia collection

You can collect your regalia and guest tickets and register as a graduand from Union House between 8:00am and 9:30am only.

Seating time

It is essential that you are in your allocated seat in Wilson Hall *no later* than 10:00am.

If you are not seated by this time, you will be excluded from your ceremony.

Did you know?

For the University's 1st Commencement in 1857, only 4 students graduated. In 2012, around 12,000 graduands will be admitted to a University of Melbourne degree.

What is a graduand?

A *graduand* is a student who has completed the requirements of their degree, but has not yet been formally admitted to that degree through a graduation ceremony.

You can download additional copies of this guide from the graduations website: www.graduations.unimelb.edu.au

GETTING THERE

Parking

Free parking is available for guests and graduands at University Square Car Park (the entrance is on Berkeley Street off Grattan Street - see the map on this leaflet) and opens two and a half hours before the ceremony.

You will need to take a parking ticket from the machine at the gate to enter the car park, but the barrier will be left open once the ceremony has finished, to allow you to exit for free.

Public transport

Trams run regularly along both Swanston Street and Royal Parade.

Tickets

Each graduand is provided with three guest tickets at graduand registration on the day of the ceremony, which they should then give to their guests.

Restricted mobility access

Any graduand with restricted mobility that may require assistance at the ceremony should get in touch with the Graduations Office before the day to make any necessary arrangements.

Parking and drop-off

If you have a guest with restricted mobility in your party, please use the Grattan Street entrance (Gate 10) and inform the staff member on duty that you have a disabled guest and will need to park on campus.

Guests with restricted mobility can park anywhere on campus (except in the spaces marked 'Reserved'), or can be dropped-off at the Wilson Hall roundabout.

Access ramps

A ramp is located next to the steps, on the west side of the Chemistry Building. This ramp leads to MacFarland Court and Wilson Hall.

Early seating

If you have a guest in a wheelchair, or using a walker, frame or cane, or who is vision-impaired, and/or who has difficulty in crowded spaces, please ask them to come into Wilson Hall as soon as the doors open at 9:40am. Ushers will seat them comfortably before the Hall becomes crowded.

Toilets

There are toilets in the foyer of Wilson Hall and on the ground floor of the Union Building.

DURING THE CEREMONY

Seating

Graduations seating for guests is not numbered or reserved - all seating is general admission on either the ground floor, or in the balcony.

Conferring of Degrees program

All graduands and guests will receive the official Conferring of Degrees program as they enter Wilson Hall. This contains the order of proceedings and includes the full list of graduands receiving their degrees in this ceremony.

Photography during the ceremony

You are welcome to take photographs from the right-hand wall during the ceremony (graduands will cross the stage from left to right). Please respect the dignity and sense of occasion.

Professional photographers will be taking 'hand-shake' photographs of each graduand.

Babies, toddlers and young children

Graduation ceremonies are formal (and lengthy) occasions and as such, can be difficult for those with babies, toddlers or young children.

Children must be supervised at all times and taken from the hall if they are disturbing other guests.

Please do not bring strollers or prams. If this is unavoidable, please come to Wilson Hall as soon as the doors open so that the ushers can find an appropriate seat for you.

AFTER THE CEREMONY

Refreshments

All new graduates and guests are invited to join us in celebration with complimentary refreshments after the ceremony.

Reglia return

Graduates should return any hired regalia by 1:00pm.

Looking for more information? Visit the graduations website: www.graduations.unimelb.edu.au