

CONVOCATION

Information for graduating students



Memorial
University of Newfoundland

Division of Marketing & Communications

SPRING CONVOCATION 2008



SIR WILFRED GRENFELL COLLEGE

General Convocation information:
www.mun.ca/grenfell-convocation or 709 637 6275

The Office of the Registrar has advised us that you have applied to graduate.

Memorial's Division of Marketing & Communications is pleased to provide you with information that you will need to participate in Memorial University's Spring Convocation 2008 in Corner Brook.

Please read this information CAREFULLY and follow the steps outlined to ensure that your graduation experience is pleasant and as trouble-free as possible.

This is not a confirmation of your graduation status. You will receive separate correspondence on your graduation status from the Office of the Registrar.

DEGREE SCHEDULE AND HOOD COLOURS

Friday May 16 at 10:00 a.m.

Bachelor of arts (honours)	white
Bachelor of arts.....	white
Bachelor of science (honours).....	gold
Bachelor of science	gold
Bachelor of nursing.....	coral
Bachelor of fine arts (theatre).....	amethyst
Bachelor of fine arts (visual arts)	sage green
Bachelor of business administration (honours).....	nutmeg
Bachelor of business administration	nutmeg
Bachelor of technology.....	moss green

REGISTERING FOR CONVOCATION

Please register for Convocation even if you have not yet received confirmation of your eligibility to graduate or if you do not wish to attend the ceremony. To begin the process, please register and provide the information listed below no later than **Wednesday, April 30, 2008**, by logging onto the Memorial Self-Service website accessible via the Spring Convocation web page, www.mun.ca/grenfell-convocation. For your convenience, Memorial Self-Service is available online at any time.

Please indicate:

- whether you will or will not be attending Spring Convocation 2008;
- the number of guest tickets you will require. Guest seating will be limited because of the size of the studio. All students receive their own seating pass and may request up to **FIVE** guest tickets. Each graduate is guaranteed to receive a maximum of three guest tickets. Any additional tickets requested above this initial allotment will be allocated if space permits;
- your height measured in inches, to the nearest inch, so that arrangements can be made for your academic dress;
Example: if height is 68.5 inches, enter 69.

You must reply by April 30, 2008, in order to receive your allotment of guest tickets, even if you have not yet been advised by the Office of the Registrar whether you are eligible to graduate. If we do not receive your information by this date, no guest tickets will be issued to you.

Please note that no tickets will be issued through the Memorial Self-Service website to students who have financial or academic restrictions. If you are in this situation, please call 709 637 6206.

To confirm your guest ticket allocation, please visit the Memorial Self-Service website beginning Friday, May 2, 2008. Guest tickets, as well as your own seating pass, will be available when you pick up your academic dress (see Academic Dress and Tickets, p. 3).

Note: The information you provide can be changed or updated any time **before Wednesday, April 30, 2008**. If you do this you will also have to confirm any previously entered information that you do NOT want to change by entering it again as requested.

ACADEMIC DRESS AND TICKETS

You can pick up your academic dress, along with your seating pass and guest tickets, in Room AS228, Arts and Science Building, on Wednesday, May 14 from 9 a.m. to 5 p.m. and Thursday, May 15 from 9 a.m. to 7:30 p.m. There is a \$60 fee (taxes included) for rental of academic dress which includes purchase of a Memorial "keepsake" cap: \$30 will be refunded ONLY if academic dress is returned in the same condition in the time period noted below. Payment can be made by cash, debit card, Visa or MasterCard. No personal cheques will be accepted.

Memorial's academic dress consists of a cap, gown and hood; the hood colours and styles vary by the degree being conferred.

When you pick up your academic dress, please confirm with the Gown Room attendant the degree(s) you are receiving to ensure that you receive the correct colour hood(s) for the degree(s). Caps are part of the academic dress and wearing them is **COMPULSORY**. If you already hold a degree, you **DO NOT** wear that hood at this convocation.

You are requested to return your academic dress (hood and gown) to Room AS228 following the convocation ceremony and reception **NO LATER** than 6 p.m.

THE CEREMONY

On the day of Convocation you should meet at Canada House in the Pepsi Centre, dressed in academic gown and cap, and carrying your hood. You will be given a card bearing your name and the degree to be conferred; this card will introduce you to the college registrar, who will call you on stage to receive your degree. You will then participate in the procession entering the studio where you will be directed to your seat.

The convocation ceremony is approximately one hour and 30 minutes in length. The ceremony can be viewed on the university's website, www.mun.ca, at 4 p.m., May 16; it is also videotaped for future broadcast on local cable television, and copies of the DVD are made available for sale at the College Bookstore.

Convocation begins when the mace, the symbol of authority of the university, is placed in front of the chancellor. Following the opening formalities, the candidates for the undergraduate degrees will be presented. At the appropriate time, ushers will direct you to

the left side of the stage where you will pass your name card to the college registrar.

When the college registrar reads your name, you should cross to the centre of the stage, pass your hood to the principal and kneel on the stool. The vice-chancellor will offer you congratulations as the principal places the hood over your head. You should then proceed across the stage to the rear of the studio where you will receive your degree certificate and be directed to take your place in the procession to return to your seat.

After the conferring of the honorary degree, the ceremony concludes with an invitation to you and your guests to celebrate the occasion by attending the convocation reception in the Pepsi Studio foyer, sponsored by Memorial University's Alumni Association.

NURSING AWARDS CEREMONY

The Awards Ceremony for Western Regional nursing graduates will be held at 2:30 p.m. on Friday, May 16, in the Humber Room, Pepsi Centre. At this time graduates will be introduced to the public, and awards and scholarships will be presented to members of the graduating class and to the undergraduate

students. This is a time for nursing graduates and their families and friends to get together with faculty and administration to celebrate graduation and other accomplishments at the Western Regional School of Nursing.

OTHER SERVICES

Thursday, May 15, 2008

2:00 p.m. Rehearsal, Pepsi Studio
3:00 p.m. Nursing only rehearsal, Pepsi Studio

Friday, May 16, 2008

9:00 a.m. Assemble for Convocation at Canada House in the Pepsi Centre
9:45 a.m. Join the Convocation procession
10:00 a.m. Spring Convocation 2008 in the Pepsi Studio
11:30 a.m. Convocation reception in the Pepsi Studio foyer

OTHER SERVICES

Photos

Students should make their own graduate portrait photo arrangements. Caps and gowns will be available on May 14-15, 2008. (See Academic Dress and Tickets, pg. 3)

Framing

To showcase your diploma certificate, you can choose to have it framed immediately following the convocation ceremony. At Sir Wilfred Grenfell College this service is provided by the Bookstore. Frames are also available through the Office of Alumni Affairs and Development in St. John's. Framing prices vary and start at \$40. All frames include mats emblazoned with the ceremonial logo of Memorial University of Newfoundland. For the complete list of frames available through Memorial's Office of Alumni Affairs and Development, please visit www.munalum.ca/service/degreeframes.php.

Videos

Video copies (DVD format) of Spring Convocation 2008 will be available from the College Bookstore. Copies will cost \$15 each (plus tax) and will be available for one month, beginning Friday, May 30, 2008.

Accommodations

If you or your family require accommodations while staying in Corner Brook, the on-campus, chalet-style apartments and/or residence rooms will be available. The chalet rate is \$130/night + hst, based on quad occupancy. To reserve on-campus accommodation, please contact the Conference Office at (709) 637-6255 or conferenceservices@swgc.mun.ca.

SPECIAL REQUESTS

Memorial University strives to make your convocation the most enjoyable experience possible. If you or your guests have any special needs regarding seating arrangements for persons with disabilities, academic dress or other concerns regarding the ceremony, please contact us and we will make every effort to assist you.

For the well-being of all those in attendance, we encourage a scent-free environment.

For matters relating to the ceremony, academic dress or tickets please contact:

Shauna Hewlett
Marketing/Special Events Co-ordinator
Sir Wilfred Grenfell College
709 637 6275
shewlett@swgc.mun.ca

For matters relating to your academic or financial status, please contact:

Sharon Noftall Bennett
College Registrar
Sir Wilfred Grenfell College
709 637 6206
snoftall@swgc.mun.ca