

GRADUATION GUIDE 2019

FRIDAY 27 SEPTEMBER

#ECGrad



For the future you want

Edinburgh College

GRADUATION

FRIDAY 27 SEPTEMBER

McEwan Hall, Bristo Square

Congratulations! You have successfully completed and passed your course and are now invited to attend Graduation.

Please read this guide carefully and be aware of what you need to do on the lead up to the day and on the day itself.

All eligible graduates will be sent an email invitation to attend their faculty ceremony.

If you have not received an email please contact:

graduation@edinburghcollege.ac.uk

REGISTER TO ATTEND

To attend graduation, you need to register and order your academic gown and hood at:

 **yourgraduation.co.uk/edincoll**

You will be asked to enter your unique code contained in your invitation email.

You will not be able to attend a ceremony unless you have the appropriate academic gown and hood.

**Deadline to register and book is midnight on
Friday 6 September 2019.**

PLEASE NOTE

No further bookings can be accepted after this date.

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ESSENTIAL INFORMATION

Ceremony One | 10.30am
Doors open 9.30am | Seated by 10am
Faculty of Health, Wellbeing and Social Science

Ceremony Two | 2.20pm
Doors open 1.20pm | Seated by 2pm
Faculty of Tourism, Hospitality and Business

Ceremony Three | 5.25pm
Doors open 4.30pm | Seated by 5pm
Faculty of Creative Industries
and
Faculty of Engineering

COSTS

All graduates must wear an academic gown and hood

Gown hire	£26
Guest tickets	£6 each
Children under 5	Free
Professional photography.....	From £15

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TICKETS

The graduation ceremonies are ticketed events and only those with a valid ticket will be permitted into the McEwan Hall.

All graduate tickets are free and guest tickets must be purchased at £6 each. A maximum of 6 guests tickets are allowed per graduate.

Tickets for children under 5 years old are free but must have a ticket.

All tickets once purchased are non-refundable.

Register and book at:
www.yourgraduation.co.uk/edincoll

Deadline to register and book is
midnight on Friday 6 September 2019.

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ON THE DAY

Registration

Graduating students should arrive at the McEwan Hall **no later than 1 hour** before the start of their ceremony.

Registration for all graduates will take place in **Foyer 4 of the McEwan Hall**, entry via the pavilion entrance.

All guests should enter the Hall through the main entrance on Bristo Square.

No students may take part in the ceremony unless they have registered and received a seating card and collected their gown.

Graduating students must sit in the **seat number given and cannot change or swap.**

Guest tickets will also be collected on the day from registration.

Registration must be completed no later than **30 minutes** prior to the start of the ceremony.

Anyone arriving less than 30 minutes before the start of the ceremony may not be permitted to take part.



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Gown Collection

Gown order must be collected following registration from the Robing Room in the McEwan Hall.

Photography

Marston Photography will be located in **Foyer 2 and 3 in the McEwan Hall.**

We suggest you go along to have your photographs taken before your ceremony if possible.

If you have not booked photography, you can still arrange to have this taken on the day.



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What To Wear

Graduation ceremonies are a formal occasion and graduates are asked to dress smartly.

Refunds

If, for whatever reason, you are no longer able to attend your ceremony, the following refund policy will be in place:

Gowns

Before midnight on 23 September 2019, a refund will be given on gowns less a £10 administration fee.

Tickets

All guest tickets once purchased are non refundable.