

INFORMATION FOR 2020

& 2021 RETURNING GRADUATES

**THURSDAY & FRIDAY
14 & 15 JULY 2022
CAIRD HALL, DUNDEE**



**Abertay
University®**

Please read this whether you are
graduating in person or in absentia

WELCOME BACK!

Registration and Ticket Details for Returning Graduates

We are really looking forward to offering our 2020 and 2021 graduates a chance to return to Dundee and cross the stage to 'graduate' in person. We know how disappointing it was for everyone during Covid restrictions that we were unable to offer a physical ceremony and we are pleased to now offer our 2020 and 2021 graduates a celebration ceremony to share with family and friends. We have two ceremonies planned, with the start time of 10.30am on both days for all Schools.

2021 Returning Graduates - 10.30am Thursday 14 July 2022 (All Schools)

2020 Returning Graduates - 10.30am Friday 15 July 2022 (All Schools)

Please note: We expect the Celebration Graduation events to commence at 10.30am for all degree programmes and will run for approximately 1.5-2.5 hours. If we have larger than anticipated numbers of returning graduates, we may extend the ceremony to an additional event in the afternoon and we will advise you during the week of 13 June 2022 if this is the case.

Each graduate who has registered to attend the ceremony will be given their own invitation card and an allocated seat number - your seat number is very important so please keep this safe to bring with you to the ceremony.

Guest tickets are available to buy through the Graduation Registration process on OASIS at a cost of £13 each, (there is no charge for graduating students or graduates), tickets for children under five are free of charge but will be included as part of the number of guest tickets you are allocated. Children aged two and under, and who can sit on an adult's knee, do not require a ticket. Each graduate is allocated a maximum of three guest tickets to purchase, however depending on numbers attending, we may be able to offer further guest tickets nearer the time - if this is the case all graduates registered to attend will be emailed in June, with details on how to buy them. It is likely we will be able to offer additional tickets for those who would wish them as the Caird Hall has a large capacity.

Registration desks will be set up in the Caird Hall and you can collect your invitation card, seat number and any guests tickets you have purchased from there between 2.00-4.30pm on **Tuesday 12 July** or on the Graduation Celebration Day itself from 8.30am.

WHAT SHOULD I WEAR?

Academic dress is compulsory at Graduation and comprises gown and hood (mortar boards are not worn). Irish Legal & Academic is the University's appointed supplier and academic dress should be hired directly from them. You should arrange for the hire of your academic dress as soon as possible, we advise at least 21 days before the ceremony.

Graduation is a formal occasion and we would ask that no jeans or trainers are worn. We also encourage you to wear national dress if you prefer (kilts/international national dress). It will help if you bring a safety pin with you for keeping your hood in place should your top not have any buttons.

Hiring Academic Dress

Gowns and hoods should be hired from Irish Legal & Academic Ltd either via their website - www.ilarobes.com or by contacting their Call Centre on 0870 240 1852. The cost for hiring academic dress is £37.00. If ordering via the website, Irish, Legal & Academic will acknowledge your order by email once your payment has been authorised. All bookings, by website or telephone, will be issued with a reference number - please remember to bring this reference number with you on the day for collecting your robes.

If you are having difficulty booking or paying on www.ilarobes.com you can contact the call centre for support on 0870 240 1852. Operating hours are 9.00am - 5.00pm Monday to Friday. Calls may be recorded for staff training. Facilities for those who are deaf and hard of hearing or those with speech impairment are available using your Textphone - dial 18001 01223 861854 to access the RNID Typetalk system.

Collecting your Academic Dress

You can collect gowns and hoods from Irish Legal & Academic Ltd in the Ashton Hall (part of the Caird Hall) **on the morning of your ceremony from 8.30am**. You will not be given your academic dress unless you have the card with your allocated seat number. **Please ensure your academic dress is collected no later than 9.45am**. Please make sure you allow yourself plenty of time to collect your academic dress as late arrivals will not be admitted to the Caird Hall once the ceremony has started.

If you are unable to collect your academic dress at the times specified, you can ask a friend or relative provided they have your full name and address, your height, and your reference number (as given to you when you made your booking).

Return of Academic Dress

All gowns and hoods should be returned to Irish Legal & Academic Ltd at the Ashton Hall on your Graduation Day by 4.00pm unless special arrangements have been made for additional time.

Queries about Academic Dress

Should you have any queries concerning your academic dress, you should contact Irish Legal & Academic Ltd direct: Phone: 0870 240 1852 (national rate) Email: student@ilarobes.com

Cancelling your Robe Hire and Getting a Refund

If you can no longer attend your graduation ceremony in person, you should email Irish Legal & Academic Ltd on info@ilarobes.com, at least one week before the ceremony, to request a refund of your hire fee.

THE CEREMONY

Graduates will be shown to their allocated seat by University staff. We ask that you and your guests are seated at least 20 minutes before the start of the ceremony (by 10.10am). Late arrivals will not be allowed into the Caird Hall once the ceremony has started.

Receiving your Award

Graduates sit alphabetically by course and at the appropriate time University staff will guide you towards the stage – please remain in the order in which you were seated. You will then have your name checked before you proceed up the stairs to the stage. When your name is called, you should walk across the stage to the Chancellor pause and bow your head slightly for the Chancellor to cap you (tap on head with soft cap). Please do not shake hands with the Chancellor. Proceed to the far end of the stage where you will be handed your certificate holder, leave the stage through the door. As you will already have received your degree certificate, you will be given a letter of congratulations from the Principal and Chancellor. University staff will be on hand throughout to direct and support you.

Academic Procession

At the end of the ceremony the Chancellor will lead the platform party and process out of the Caird Hall to the City Square. Graduates will join the end of the academic procession as directed by University staff.

It's then time to celebrate! We would be delighted if you and your guests would join us for celebratory drinks after the ceremony. If the weather is fair, drinks will be served outside in the City Square, with seating available in the Marryat Hall for those with mobility or health issues. Drinks vouchers will be issued to graduates after they have crossed the stage, whilst guests should keep their guest tickets to exchange for a complimentary drink (alcohol or soft).

CELEBRATION EVENT FOR RETURNING GRADUATES

The Class of 2020/2021 Abertay University Alumni Celebration Event at V&A Dundee – Thursday 14 July 2022, 6.30pm–8.30pm

Abertay University is delighted to offer its 2020 and 2021 graduates a unique chance to celebrate their success at the iconic V&A Dundee.

This exclusive event offers alumni and guests two glasses of fizz or a soft drink and a special opportunity to visit V&A Dundee and enjoy free entry to the **Michael Clark: Cosmic Dancer** exhibition. The evening will also include short welcomes from the Abertay University Principal and V&A staff. This will be an opportunity for you to meet up with fellow graduates.

Tickets for this event are only £7 per person and can be purchased at the University's online store (Ticket sale will close on 7th of July): <https://onlinestore.abertay.ac.uk/product-catalogue/conferences-and-events/events/the-class-of-20202021-abertay-university-alumni-celebration-event>.

We'd love to help you celebrate your time at Abertay even more by showcasing some of your memories on a large screen outside the main exhibition. If you have any photos of your time at Abertay e.g with your fellow classmates, celebrations with your friends/family after finishing your degree etc then please send them to alumni@abertay.ac.uk with the title **Alumni celebration**.

OTHER STUFF!

Official Photographs

Marston Events are the official graduation photographers. They will be located in the Caird Hall Complex and will be available to take photographs on Graduation Days from 8.30am until 5.30pm, with last entry to the studios being 5.00pm. These studios are located in the Marryat Hall. A large number of people will be attending the ceremony, so you can pre-order your photographs online where you will have access to a wide range of packages including the option, if you wish, to book a time slot. Marston Events will be offering a stage photograph of the moment the Chancellor confers your degree. If you would like to take advantage of this offer, you can register your interest prior to Graduation or can download the image, for free directly from their website after the ceremony. Marston Events also offers a variety of frames which you can view and purchase on the day. To order online and view the full range of offers go to www.yourgraduation.co.uk/abertay where you will also find a list of Frequently Asked Questions.

Merchandise

Abertay merchandise, including hoodies and t-shirts, will be available to purchase on the day so look out for display stands in and around the Caird Hall complex.

Caird Hall

The Caird Hall is a grand and impressive venue located in the heart of Dundee's city centre and provides a stunning home for Abertay's Graduation Ceremonies. It is accessible for everyone and provides ramps for wheelchair users and those with other mobility requirements. Parking is very limited in the vicinity of the Caird Hall but there are plenty of car parks nearby – visit Dundee City Council website.

Accommodation

Due to a number of external events taking place in the local area during this week of Graduation celebrations, including The Open at St Andrews Golf Links, we would urge anyone considering booking accommodation to do so as soon as possible. You can find useful information on accommodation on the VisitScotland pages for Dundee and Angus or Perthshire.

If you are unable to attend the ceremonies in July, we would be pleased to offer you the opportunity to attend the 25 November 2022 Graduation Event. Please indicate this on your registration form and we will be in touch with the full details.

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