

Congratulations and welcome to your ceremony!

REGISTRATION

Having registered, you will have your ceremony tickets, presentation card, post-ceremony drinks vouchers and graduate directories. **Please keep your presentation card with you as you will need this when you go on stage.** If you have any queries during the day, please visit the Enquiries desk, situated by Registration and our team will be happy to help.

ROBING

If you have arranged to hire academic dress through Ede & Ravenscroft Ltd, you can collect it from the Queens Suite. Please note, mortarboards are not permitted to be worn during the ceremony. After the ceremony, all hired robes should be returned to the Queens Suite foyer on Level 4 or the Level 5 foyer.

PHOTOGRAPHY

Ede & Ravenscroft photography studios are in the Queens Suite. Scrolls and mortarboards will be available to borrow for your photographs. Please allow plenty of time for photography as it can become busy during peak times.

A photograph will also be taken of you when you cross the stage. This photograph will be available to purchase after the ceremony from Hall D on Level 4.

THE CEREMONY

Doors will open approximately 60 minutes before the musical programme which commences at 14:00, this will be performed by musicians from Sound The Trumpets. **Please make sure you and your guests have taken your seats no later than 15 minutes before the ceremony.**

The ceremony will start with a short film, followed by the arrival of the academic procession. The Presiding Officer will declare the ceremony open, and the presentation of graduates will begin. When it is your turn to be presented, marshals will direct you where to go. **Please ensure that you keep your presentation card with you to hand over when you reach the stage.** If you are leaving any belongings by your seat, please make sure they are tucked out of the way and not obstructing the path of other graduates or staff.

REFRESHMENTS

There are several outlets serving drinks and light refreshments in Hall D on Level 4 and a cash bar on Level 5 which will open from 11:00-14:30. If you require something more substantial, there are numerous restaurants close to the venue.

Immediately after the ceremony, you are warmly invited to join your fellow graduates and guests for a celebratory drink on either Level 5, in Hall D or in the Queens Suite on Level 4 (please refer to your coloured post ceremony drinks vouchers for your exact location!).

DON'T FORGET...

...to take time to visit the Open University Students Association (OUSA). To meet the team, ask questions, pick up information and purchase OU merchandise, head to Hall D.

LEVEL 4

