

Graduation Ceremony Dates 2017

Brisbane	Thursday 3rd August 10.30 am – Health, Business, Hospitality & Education (Registration starts at 8am) 3.30 pm – Design (Registration starts at 1pm)	Brisbane Convention and Exhibition Centre https://www.bcec.com.au/
Adelaide	Wednesday 29th November	Adelaide Convention Centre https://www.adelaidecc.com.au/

What to expect at a Graduation Ceremony

Laureate Australia hosts annual Graduation ceremonies in Sydney, Melbourne, Brisbane and Adelaide. All students who have successfully completed their studies at Torrens University Australia and Think Colleges will be invited to attend the ceremony in their nearest state.

Graduation day is an exciting time for Laureate Australia as we get to celebrate the achievements of our students.

Graduation ceremonies are a formal proceeding. All Graduating students are gowned in Academic Regalia appropriate for their award, with varying styles and colours dependant on the field of study.

You will be seated in alphabetical order with other graduands from your course and directed at all times by our helpful Graduation staff who will guide you through every step of the ceremony so that you can enjoy the day.

Please be patient on the day, there is a lot of waiting around while all students are registered, gowned, and seated. Don't worry, we will have a rehearsal on the day so you will know what to do when it is your time to walk across the stage and receive your hard earned qualification.

After the ceremony we invite you and your guests to join us for celebratory refreshments and photographs.

Graduation ceremonies can be quite hectic, so please familiarise yourself with the information contained in this guide.

Graduation Eligibility

To be eligible to graduate at the Laureate Australia Graduation Ceremony , you will need to successfully complete all course requirements, have no outstanding fees or outstanding library loans.

All students who are eligible to graduate will have their results academically assessed against the course requirements to confirm eligibility for the Award.

If you believe you have completed all course requirements and require further information, please contact your Student Services team.

Vocational Graduates please note - in accordance with ASQA regulations, students who have been assessed as completing all requirements of their course will be issued with their Graduating documents within 30 days. All Vocational graduates are invited to attend their next upcoming annual graduation ceremony.

International Students

If your current VISA is due to expire before your graduation date or you have international guests wishing to attend, please contact the Department of Immigration and Border Protection (www.immi.gov.au) to find out more information. For any required documentation, please contact your Student Services team.

Student Details

During the course of your studies you will receive regular reminders to ensure your information is up to date. Please log on to your Student Portal and ensure that all of your personal details are correct.

- Full Legal name - please check your record contains your full legal name as it will appear on all Graduation Documents.

Please note: if these details are incorrect we may have to reissue your official graduation documents which may incur a fee.

- Email address – we will send your Graduation Invitation to the email address we have on your student record.
- Address – so we can ensure you are invited to the correct Graduation ceremony
- Phone / mobile number are kept up to date in case we need to contact you.

Your Invitation to the Graduation Ceremony

You will receive your invitation by email four (4) weeks prior to the event. The invitation will contain a link to register for the ceremony for you and two guests. You may purchase additional guest tickets (subject to availability). The invitation will outline the hire cost of your regalia and a link to register for your ceremony.

Please ensure you RSVP by the date noted on the invitation. If you do not RSVP by the due date, you will by default Graduate in absentia.

Children are most welcome to attend the Graduation Ceremony, but please be aware that it is a formal ceremony, and children will need to remain in their seats for up to 1.5 hours. All children requiring a seat during the ceremony will need a ticket.

For students with children - you are unable to take your children on-stage and they cannot sit with you while you are waiting to receive your award. If you would like your children to attend, you will need to organise a family member or friend to supervise them during the ceremony. If children do attend, they must be supervised at all times. Infants and small children can get restless during the ceremony your courtesy would be appreciated to ensure that they do not disturb others. As guest seating is not allocated, please arrive early to secure seats near the aisles and exits so they can leave the ceremony if necessary. You cannot take your pram into the Hall. Please leave it in the space set aside in the foyer.

Cost to Graduate

All students are required to wear the appropriate academic regalia, which will incur a hire fee of \$40 due when accepting your invitation.

Additional guest tickets can be purchased at a cost of \$35 each. Additional tickets are subject to availability as seating is limited.

Special Requirements

If you or any of your guests require assistance with moving around the hall or going up the steps to receive your parchment (for example, if you use a wheelchair), please let us know when you RSVP.

Graduating in Absentia

You may opt at any time to graduate in absentia. Your award will be conferred at the next Academic Board/Council meeting and Graduation documents will be issued within 30 days. Student services can advise you of upcoming Academic Board/Council dates.

If you cannot attend the Graduation Ceremony, or do not RSVP, you will graduate in absentia. Your award will be conferred at the Graduation Ceremony. All Official Graduation Documents will be mailed to you within 30 days of the ceremony.

Graduation Day.

Arrival – Students and Guests

Student registration will open 2 hours prior to the ceremony start time. We will only register students at this time.

Guest registration will open 30 minutes prior the ceremony start time. The venue will not be open to guests until this time.

You and your guests need to register your attendance upon arrival at the ceremony. Please go directly to the Registration desk. You will need to bring photo identification to register for your ceremony and academic dress. To ensure that you have a stress-free experience, please arrive early and register at the time noted on your graduation invitation.

Students are required to arrive and register 2 hours prior to your ceremony time. During this time you will be registered, gowned and attend a short rehearsal. Please note that guests are not permitted to attend the rehearsal.

PLEASE BE ON TIME – Students who fail to arrive one hour prior to the Ceremony commencement will not be permitted to participate in the Graduation Ceremony.

Academic dress

All graduands participating in a ceremony are required to wear the appropriate academic dress for their award. You will be directed to the gowning area upon arrival where your hired regalia will be awaiting collection. Please ensure you wear appropriate attire underneath your gown. Smart casual attire is recommended.

Ladies – It is recommended that you wear appropriate footwear as the day will involve a lot of standing and will involve stairs. Also remember that you will be wearing a mortarboard so please style your hair to accommodate the hat.

Gentlemen – It is recommended that you wear a shirt and tie to the ceremony. Your academic gown looks best with a shirt and tie and this will be visible in photos.

Academic Dress must be returned to the gowning area 60 minutes after the conclusion of your ceremony or you will be charged for the cost of the gown.

Due to the nature of the venue thongs are not permitted.

Graduation Documents

Higher Education Students - Graduation documents will be issued at the graduation ceremony or posted within 30 days for those graduating in absentia.

Student Graduation Information

Vocational Students - Will have already received their Graduation Documents upon completion of their course and will only receive a ceremonial scroll on the day.

Guests

Please do not make travel arrangements for your guests until you have registered yourself and the number of guests attending.

Guests must be in their seats 10 minutes before the ceremony starts.

Video recordings and photographs

A professional photographer will be available on the day and will take a photo of your receiving your parchment. Photographs will be taken during the ceremony and an opportunity for professional photos to be taken with your guests will be available after the ceremony concludes. The photographs will be available for purchase through the Photographer's website.

Photos are not permitted during the ceremony as this can interrupt the ceremony for others.

Laureate Australia staff will also be taking photographs for use in Laureate Australia publications and promotional materials. You should advise Laureate Australia staff if you do not wish for your photograph to be used for these purposes.

Catering

We invite you and your guests to stay and celebrate your achievements with us. You and your guests will be provided with light refreshments after the Graduation Ceremony.