



University of
CUMBRIA

GRADUATION

DEGREE AND AWARD CEREMONIES

19th, 20th and 21st November 2024
Carlisle Cathedral

DEGREE AND AWARD CEREMONIES

19th, 20th and 21st November 2024

Dear Graduand,

This booklet contains the information you need to ensure that your graduation day runs smoothly.

Please note you may only attend a graduation ceremony subject to the successful completion and confirmation of your award, and providing you have cleared all academic fees.

Your guest ceremony and celebratory reception ticket(s) are to be collected on the day of your ceremony from the Fraternity, at the designated time. (Please see next page for ticket collection times).

If you require any additional information not covered in this booklet please visit www.cumbria.ac.uk/graduation where you will find further information and latest announcements.

We look forward to welcoming you and your guests to Carlisle Cathedral to celebrate the success of your academic achievement.

With best wishes.

The Ceremonies Office

ceremonies@cumbria.ac.uk

TIMINGS AND LOCATIONS

(See map on page 10)

Course listings by ceremony and date can be found at www.cumbria.ac.uk

	ACTIVITY	LOCATION	TIMINGS		
PRE CEREMONY	COLLECT: GUEST TICKETS AND GOWN	Fratry	7.30 - 8.45	9.45-10.45	12.00 -1.45
	PHOTOGRAPHY	<u>Crown and Mitre Hotel</u> Edwardian Room Pre-paid and access difficulties Supper Room (Lower ground floor) Bookings on the day	Until 17.30	Until 17.30 Until 15.00 on Thursday 21st	Until 17.30
	POSTGRADUATE STUDY STAND	Crown and Mitre Hotel	Until 17.15	Until 17.15	Until 17.15
	UCSU STAND	Crown and Mitre Hotel	Until 17.15	Until 17.15	Until 17.15
	GRADUAND LINING UP	Fratry	9.00	11.00	14.00
	GUEST SEATING (Ticket holders only)	Carlisle Cathedral	9.00 - 9.30	11.00 -11.30	14.00 -14.30
	LIVE VIDEO LINK (Ticket holders only)	Tullie House Lecture Theatre	9.00 - 9.45	11.10 -11.45	14.00 -14.45
	GRADUATION CEREMONY	CARLISLE CATHEDRAL	10.00	12.00	15.00
POST CEREMONY	CELEBRATORY RECEPTION	Crown and Mitre Hotel Ballroom and Green Market Room	11.15 until 12.15	13.15 until 14.15	16.15 until 17.15
	GOWN RETURN	Crown & Mitre Hotel Drawing Room	11.00 -17.45	13.00 -17.45	16.00 -17.45



GRADUATION DAY - GENERAL INFORMATION

What should I wear? (Graduands and guests)

Dress code

Except for the obligatory academic dress for graduands there isn't a specific dress code. We do however suggest that both graduands and guests dress smartly, as for a formal occasion. For practical reasons, graduands are advised to wear a buttoned blouse or shirt underneath their gowns, as this will make it easier to attach the academic hood. Guests should also come prepared for cold and wet weather as there will be some queuing outside venues throughout the day. Should graduands prefer to wear high heels, wedges are preferable to stilettos in order to help negotiate the walk from the Fraternity to the cathedral, and any steps inside the cathedral.

Belongings (graduands and guests)

There are restrictions on large items of luggage such as rucksacks, suitcases, prams and pushchairs in the Fraternity and cathedral, for security purposes. You are asked to plan ahead and bring only bags small enough to carry into the cathedral and fit comfortably under your seat without obstruction to others. We have no provision for storage of any items. There are no cloakrooms available.

When should I arrive?

Arrive in good time - at least two hours before your ceremony.

Parking in Carlisle City Centre

There is no parking in the cathedral grounds. Please see map on page 9 or visit: www.carlisle.gov.uk for details.

What should I do upon arrival and where do I go?

Collect guest ticket(s)

First point of call is to collect your guest ticket(s) from the Fraternity. (These should be handed to your guest(s) and you can arrange to meet them after you have collected your gown, due to limited space at the Fraternity).

Collection is at a designated time. Please see page 3 for details. Please note there is no cloakroom.

Collect gown

Please collect your gown from the Fraternity at your designated time after collecting your guest ticket(s). You do not need a reception ticket for yourself at this point. Full academic dress can be hired or purchased from Ede & Ravenscroft, who are the university's preferred suppliers.

Photographs

Once you have collected your guest ticket(s) and gown you can head to the sales desk and studios located at the Crown and Mitre Hotel. Photography is always busy, so we encourage you to pre-order and pay for your chosen package on-line at www.edeandravenscroft.com/graduation-services

One hour prior to the ceremony (graduands and guests)

Graduand lining-up and procession to the cathedral

This will take place in the Fraternity (where you collected your guest ticket(s) and gown upon arrival). You need to make sure that you are in the Fraternity with ample time for lining-up, at the latest 1 hour prior to the ceremony.

Lining-up – during the lining-up process, members of staff will marshal you into the correct order by course. Please keep to the position allocated to you – if you do not, you will be presented to the Presiding Officer at the wrong point.

Name card – you will be given a name card to hand to the Presenting Officer who will announce your name at the point of presentation. (Do not lose this!)

Graduand procession through Carlisle Historic Quarter

Approximately 30 minutes prior to the ceremony, you will be led in procession through the Cathedral grounds in Carlisle's Historic Quarter.

As you look at the map on page 9, the procession turns left out of the Fraternity front entrance and then right onto Paternoster Row. You will turn right onto Castle Street and right again to the entrance gates of the Cathedral.

At the cathedral the marshals will direct you to your seat. In the event of wet weather a small number of umbrellas will be provided to graduands for the procession. Personal umbrellas can also be used by graduands and can be stored underneath your seat in the cathedral.

Guest queuing ahead of ceremony

There will be activities and things to see in the city centre for your guests while you are waiting to line-up in the Fraternity.

Guests must be aware that seats are not numbered and reserved seating is only permitted for those that have notified us, prior to the ceremony week, of any additional needs or mobility issues.

Guests queuing outside the cathedral will only be given access at the time stated on their ticket. Any guests who take seats ahead of the stated time will be asked to re-join the outside queue. Guests will need to make their own provision for wet weather if queuing outside.

Guest tickets in the cathedral

Guests must be seated by the time stated. This includes anyone with reserved seats, which will be released if not taken by this time. We regret that fire regulations do not permit standing in the venues. Food and drink is not permitted in the cathedral. Tickets must be presented at the door and then retained to be presented at the celebratory reception, following the ceremony. Guest seating is not numbered and guests can sit in any area of the cathedral that is not reserved. Guests wishing to leave the cathedral must carry their ticket with them in order to re-enter.

Seating for children: Children aged 2 years and over must have their own seat and, therefore, be included in your guest ticket numbers. Children 12 years or under must be accompanied by an adult.

The ceremony is a formal event and young children may find it less entertaining than the adults in attendance. Therefore, if you do bring young children, we ask that your guests sit at the end of an aisle, near an exit, so they can easily pop out if your child becomes restless.

The graduation ceremony

How will I know when to walk onto the presentation area and what to do?

Before the ceremony, marshals will demonstrate the presentation process. Marshals will direct you at all times throughout the ceremony. You must have your name card (handed to you during lining-up) ready to hand to the Presenting Officer. Aside from your name card or any mobility aids, you must not be carrying any other items at this point and will be asked to leave any personal items on your seat should this be the case.

What happens on the presentation area?

When your name is announced, you will walk onto the presentation area, shake hands with the Presiding Officer who will gesture to you to turn to the photographer taking your presentation shot. You will then exit the presentation area, turn right and will be directed down the North Aisle and back to your seat in the South Aisle. If you are receiving a badge, this will be handed to you after you have exited the presentation area.

Filming and photography on graduation days

Filming will take place in Fraternity, cathedral/grounds and Carlisle city centre throughout the graduation days. In addition, there may be a professional photographer taking pictures in the same areas. All coverage may be used on the university's website and in other promotional material.

Please note: Graduands (and guests) should not assume that direct shots they see taken of themselves throughout the day will automatically be included in the footage. Filming will be edited and tailored to a standard coverage format. All graduands will, however, be captured as they are presented to the Presiding Officer on the presentation area.

Personal photography and filming

Graduands and guests are not permitted to take flash photography, videos or recordings in the cathedral. Please visit our website (www.cumbria.ac.uk/graduation) for more information.

After the ceremony

Where can we celebrate with our guests and university staff?

A celebratory reception will take place at the Crown and Mitre Hotel. The university wishes to express its congratulations to all graduates and, in doing so, invites them and their guests to join university staff for light refreshments (hot or cold beverage and refreshments). Tickets must be presented. Graduates will be handed a ticket before they leave the cathedral.

Gown

Don't forget to return this to the Drawing Room, Crown and Mitre Hotel

Merchandise

There will be merchandise available to purchase on the day. Please visit the sales desk situated in the Crown and Mitre Hotel.

Alumni Association

Keeping you connected to Cumbria and each other

Congratulations class of 2024!

Welcome to the University of Cumbria alumni community, you now belong to a network of over 70,000 graduates worldwide and your relationship with us will continue for life.

Your graduation certificate is not a receipt, it is a membership card. There are no joining fees, no need to sign up, we will be in touch with you shortly.

As an alumnus you will receive exclusive benefits and services, the latest news, event invites and opportunities to stay connected to Cumbria and each other.

We would love to stay in touch with you; keep us up to date with your career news, when you move house or change email address, or if you have anything exciting to share or just want to say hi.

We are your first point of contact for any reason you may wish to get in touch with the university in the future, and we will always be happy to hear from you.

We wish you all the best for the future.

Join the Cumbria Network

Exclusively for all University of Cumbria alumni, the Cumbria Network is a mentoring and networking platform and one-stop place to keep you connected to Cumbria and each other. Search the alumni directory, network with new people, seek a mentor, find your dream job, keep up to date with events and opportunities, read exclusive content, news and blog posts to or just find your friends and reminisce... We are excited to see you there. Visit: cumbrianetwork.global



uocalumni



/uocalum



University of Cumbria Alumni Association



alumni@cumbria.ac.uk



01228 279315



www.cumbria.ac.uk/alumni

Graduate Outcomes Survey

Graduate Outcomes is the biggest annual social survey in the UK, giving you the opportunity to be part of the picture and influence the future of education.

You will be contacted by the Higher Education Statistics Agency (HESA), 15 months from your completion date and you will receive your link to join 700,000 other graduates completing the survey.

Everything you need to know about the survey is here: www.graduateoutcomes.ac.uk

Claim your FREE photo prints

1. Snap your photo
2. WhatsApp your photo to our unique number
3. Pop along to our stand to collect your FREE instant print outs

As an extra gift to you on the day, to help you celebrate your success and remember the occasion, the Alumni Association will be printing out your photographs for you to take home as a memento, FREE of charge. WhatsApp your photo to our unique number (on our flyer and at our Alumni Association stand) on graduation day and collect your print.

Claim your stageclip video

As you walk across the stage to shake hands with the Vice Chancellor you will be filmed. Your stage clip will be emailed to you. Download your clip FREE of charge and share it with your friends and family.

Simply look out for your stageclip email in the days days after your ceremony.

Careers and Employability Service

Available to eligible alumni for three years after graduation, the careers and employability service can help you work out your next career move as well as find and apply for job opportunities, further study and develop self-employment options.

Contact the team, check out the latest jobs, access a wide range of resources and keep up to date with events on our careers hub My Career Enriched mycareerenriched.cumbria.ac.uk

UCSU – Representing and supporting you to achieve your ambitions

UCSU is here to celebrate with you. Whilst you're leaving your academic studies behind, hopefully the experiences and memories from your time at the University of Cumbria will live on forever. Come and visit our stand at graduation to buy merchandise that will help you remember your time at Cumbria.

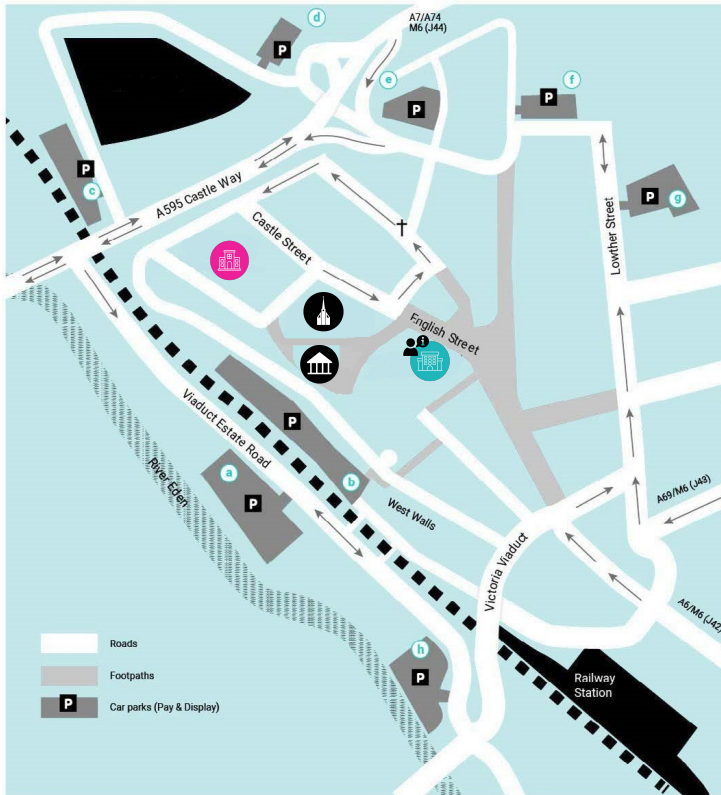
Graduation hoodies are not available at the ceremonies but are available to buy online here cumbriasu.universityhoodies.org/Myshop.aspx

We can also explain how to get TOTUM so you can continue to enjoy its benefits after you graduate! Alternatively, you can sign up for TOTUM here www.totum.com

Feedback

We are keen to hear about ways of improving our ceremonies. Please forward any comments to ceremonies@cumbria.ac.uk

HOW TO FIND US



P Car Parks

- a** Lower Viaduct
CA2 5BN
- b** Damside
CA3 8AU
- c** Devonshire Walk
CAS 8UL
- d** Bitts Park
CA3 8UZ
- e** Peter Street
CA3 8UY
- f** Civic Centre
CA3 8XP
- g** Lowther Street
CA3 8DP
- h** Upper Viaduct
CA3 8AJ



The Fraternity

Graduand gown collection
(Undercroft)

Guest ticket(s) collection
(Undercroft)

Graduand lining-up
(Fraternity Hall)



Tullie House

Live video link (ticket holders only)

Academic lining-up



Cathedral

Ceremonies



Crown and Mitre Hotel

Celebratory receptions (Ballroom)

Gown return (Drawing Room)

UCSU stand

Photography studio and sales desks:

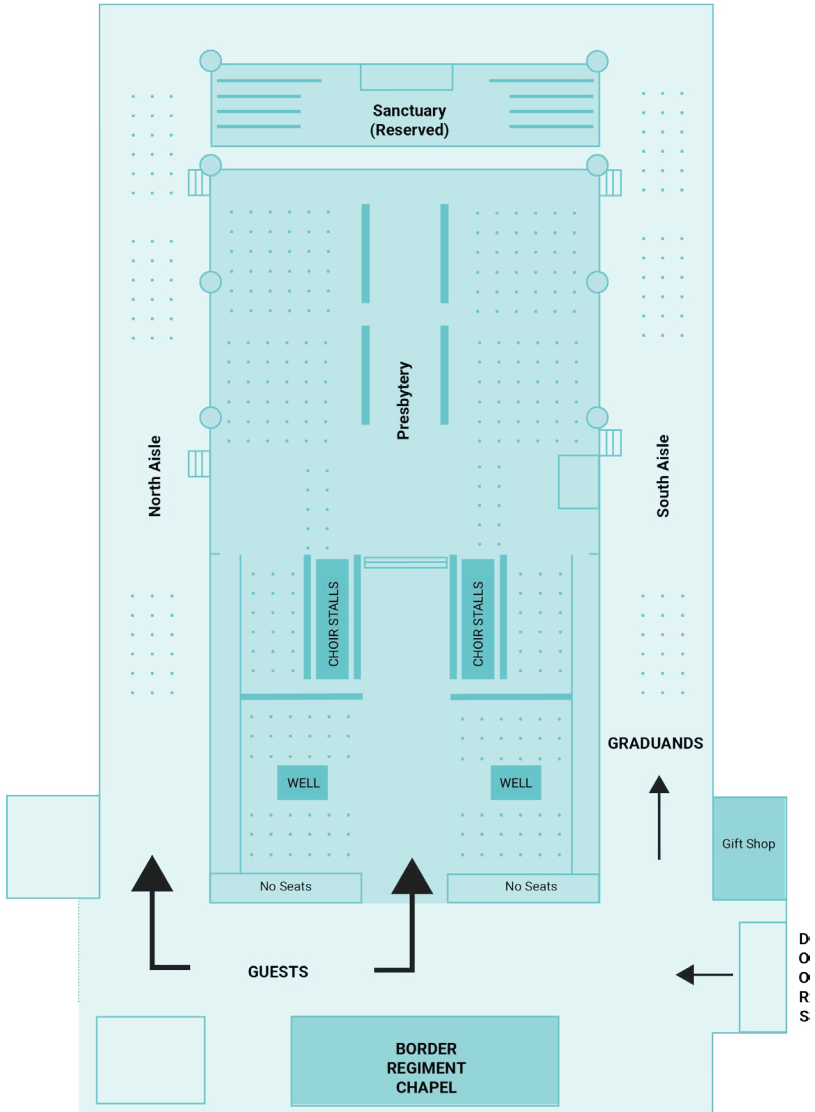
- Bookings on the day (Supper Room)

- Pre-paid & access difficulties (Edwardian Room)

Graduation Information Point

PLAN OF CARLISLE CATHEDRAL

Graduand seating is in the South Aisle. Guests/families/friends can take seats (that are not reserved) in the remainder of the cathedral.





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