

GRADUATION CEREMONY CHECKLIST

24 – 25 April 2024

TO DO LIST

If you are intending to collect your **Graduation Ticket, Guest Ticket, Graduation Materials and Academic Dress**, it is recommended that you arrive at **IA Building** at **8:00am** for morning ceremony / **1:00pm** for afternoon ceremony; If you are intending to get to **Ceremony Hall** with Graduation Ticket, please make sure you will arrive at G13W, Central Building, at least 60 minutes (**8:30am** for morning ceremony / **1:30pm** for afternoon ceremony) in advance to **check in and be seated** before your ceremony begins.

You can collect your Graduation Ticket, Graduation Related Materials and Academic Dress from **1:30pm on Tuesday 23 April 2024:**

Graduation and Guest Ticket Collection (**Registration Desk, Ground Floor, IA Building**)

Graduation Material Collection (**Ground Floor, IA Building**)

- Graduation Brochure (e-copy)
- Graduation Bag
- Alumni card

Academic Dress Collection (**Ground Floor, IA Building**)

Before attending the ceremony, please make sure you are dressed appropriately:

(The graduation ceremonies are formal occasions and it is respectfully requested that graduands dress appropriately for the occasion. Suggestion for appropriate attire underneath academic gown would be a lounge suit, shirt and tie, or a skirt/trousers and shirt/blouse.)

- **500 RMB deposit**
- Gown
- Hood
- Tassel
- Hat

Ceremony Hall (**Room G13W, Central Building**)

Make sure you will arrive at the Ceremony Hall at around **8:30am for morning ceremony and 1:30pm for afternoon ceremony, and take the right seats.**

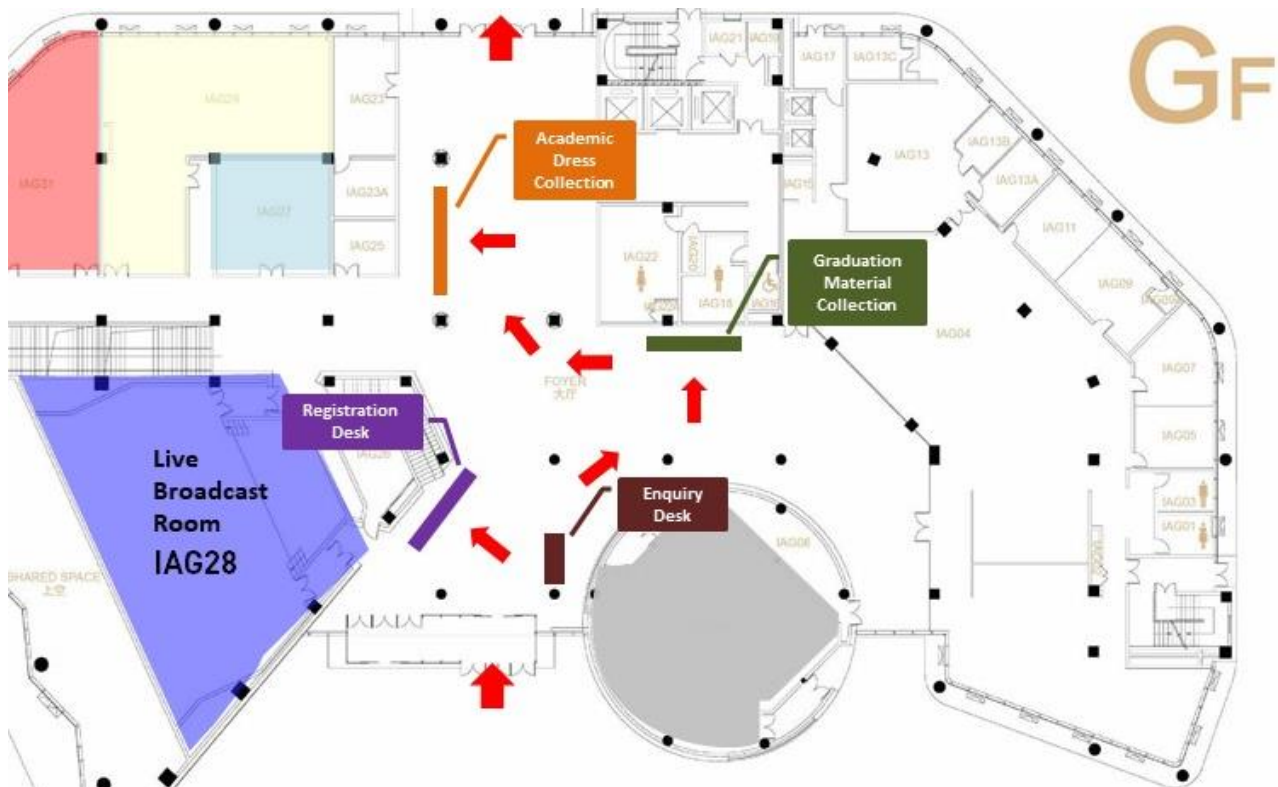
Academic Dress Return (**Ground Floor, IA Building**)

Return all of your academic dress set **before 4:00pm on Friday 26 April 2024** so that you can collect your deposit back.

□ Group Photo and Recorded Ceremony Video (**BOX**)

Download the copy of group photo and the recorded video for your graduation ceremony from BOX; the corresponding notification with the download link will be sent by Graduation Team after all the ceremonies are completed.

□ Campus Maps (**Check Below**)



GF of International Academic Exchange & Collaboration Centre (IA)

↑ Walking Routine

Guide Map 1/2



Guide Map 2/2