



INFORMATION FOR GRADUATES

Prince Philip Drive, Ridge Road, & Seal Cove Campuses

Frequently Asked Questions: **Pre-Graduation Day**

When is the graduation ceremony? What is the location?

- The graduation ceremony will be held on **Thursday, June 7th, 2018** in two sessions. Session one will be at **9:30 A.M.** Session two will be at **2:00 P.M.** The details of which session your program will be slotted to, will be determined and announced at a later date.
- Graduation Ceremony will be held at the **Jack Byrne Arena**. The address is 7 Kennedys Brook Drive, Torbay, NL. Please click on the link for directions:
<https://www.google.ca/maps/dir//7+Kennedys+Brook+Drive,+Torbay,+NL/@47.6357302,-52.7253344,17z/data=!4m8!4m7!1m0!1m5!1m1!1s0x4b0ca6fa44dbc67d:0x5c94cc7168cb1c0e!2m2!1d-52.7231457!2d47.6357302>.

Do I need to register to attend graduation?

- Yes. A **Graduation Registration Form** must be completed and submitted to your Student Services office by the deadline date. **This indicates your intention to attend graduation and additional required information.** Failure to submit your Graduation Registration Form by the deadline will result in not being able to attend the ceremony.
- This form is available from your Student Services office or through the College Campus website(s):
<http://www.cna.nl.ca/Explore-Our-Campuses/>.
- This form **MUST** be submitted by no later than **4:00pm on Thursday, March 15th, 2018. NO EXCEPTIONS.**

How do I know if I am graduating?

- A list of graduates will be posted in the main lobbies of the Prince Philip Drive, Ridge Road and Seal Cove Campuses at **1:00 pm, Monday, June 4th, 2018.**

What is the process for picking up the tickets?

- Tickets will be available on **Monday, June 4th, 2018 from the campus you indicated for pick-up on your Graduation Registration Form, after the list of graduates has been posted at 1 pm.** In order to pick up tickets, your name must appear on the graduation list, and you must have submitted a Graduation Registration form.
- **Photo ID must be presented to pick up tickets. Tickets will only be released to graduate, no one else will be permitted to pick up your tickets.** If you are unable to pick up your tickets at that time, please contact your campus.

How many guests can attend?

- Unfortunately, seating at graduation is limited. Due to restricted space and the large number of graduates, we can only offer a maximum of **two** guest tickets per graduate. You **do not** need a ticket for yourself.

Is there a cost for graduation?

- We do not charge a fee for attending the graduation ceremony. Optional purchases include flowers and frames. (Continue reading FAQs for more info on these items).

What if I, or one of my guests, require wheelchair access or have special equipment?

- Contact your Student Development Officer as soon as possible to make arrangements:
 - Prince Philip Drive - contact Allison Stamp: allison.stamp@cna.nl.ca
 - Ridge Road - contact Kerry Thorne: kerry.thorne@cna.nl.ca
 - Seal Cove - contact Angela Kavanagh: angela.kavanagh@cna.nl.ca

Frequently Asked Questions: **Graduation Day**

What should I wear?

- Dress appropriately, you will be required to wear a gown and v-stole, which will be provided on graduation day. We **recommend** that you wear casual business attire and proper footwear – remember, you will be on stage at the Jack Byrne Arena.

What time should I arrive for graduation?

- Graduates must arrive **one hour before** your session is scheduled to begin. Students are required to enter the Jack Byrne Arena through the **back entrance** at the end of the parking lot.

Note: External doors to the Jack Byrne Arena will open to the public at 8:30am for the morning session. Program lists for the morning and afternoon sessions are posted on the campus website.

Where do I park?

- **Parking is limited.** Due to time constraints and **parking** limitations, students attending the afternoon ceremonies are kindly asked not to show up before **1 pm**.

What is the process for graduation?

- Students should enter by the main door (box-office door) of the Jack Byrne Arena.
- You will be required to register at the registration desk on the Upper level of the concourse in the “Community Room”. You will receive a graduate card printed with your name and program. **You must bring this card** with you for presentation on stage so that your name can be announced correctly.
- After you have registered, picked up your gown and v-stole from the designated room, there will be directional signs in the area, as well as, ushers around to assist you. When you have registered and received your gown and v-stole, **proceed immediately** to your designated seat. There will be ushers in the area to assist.
- When your class is called, you will be led to the stage. Each student’s name will be called in alphabetical order. You will stop at the podium and pass your graduate card to the Graduation Host who will call your name. When your name is called, continue to centre stage to receive your scroll then you will be directed back to your seat until the end of the ceremony. **The gown and v-stole cannot be removed from Jack Byrne Arena and must be returned immediately after the ceremony.**

Will professional photos be available?

- The Alumni & Advancement Office has arranged for a photographer to be onsite. Photos and video recording are permitted during the ceremony. There will be a professional photographer, Celebrity Photo Studio, at the PPD campus on **Wednesday, June 6**, from **2-4 pm** and on the day of graduation, **Thursday, June 7**, from **11-5:30 pm** for anyone wishing to avail of this service. They will provide a gown for all photo shoots. All students will be photographed as they cross the stage.

Are diploma/Certificate frames available to purchase?

- Diploma/Certificate frames will be sold on site at the graduation ceremony – more details to follow. These frames can also be purchased from the Prince Philip Drive campus bookstore prior to or after graduation day. For more information, contact Ed Pinto; ed.pinto@cna.nl.ca or Lisa Hayse; lisa.hayse@cna.nl.ca or phone (709) 758-7202.

Will flowers be available to purchase?

- Fresh flowers arrangements and graduation teddy bears will be available to purchase at the graduation ceremony. Various arrangements and prices.