

STEP BY STEP Graduation Guide

CLASS OF 2023



YOUR SAFETY

Graduation is an opportunity to celebrate your achievements!

We advise that you arrive 90 minutes prior to your ceremony start time.

This is to ensure that you have enough time to register, collect your robes, take any photographs with family and friends and enjoy some light refreshments before heading into the ceremony.

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1. REGISTER AND COLLECT ANY EXTRA TICKETS

When you arrive, head to the Registration Desk so that we can mark you down as attending. Your guests don't need to register and you don't need to give us your tickets just yet, as you'll need them for entering the Auditorium for the ceremony. If you've arranged for extra tickets to be put aside for you, you will need to collect them (and pay



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2. GET YOUR ROBES AND PHOTOS

Once you've registered, you'll need to head to the robing room for your gown fitting. Make sure to bring your booking confirmation with you. Your guests are welcome to join you while you get your gown if you'd like, or they can wait for you in the bar area and enjoy a drink. If you've booked any photography, this will also take place in the robing room. Family members will only be allowed in your



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3. RELAX

Getting your robes is the last thing that you need to do before the ceremony, so take the opportunity to relax with your family and friends in the Sock Gallery and bar area. Please don't take your drinks or glasses outside the venue



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GET READY TO HEAD IN

Graduands will be called to line up for the ceremony around 30 minutes prior to the ceremony start time. Guests will enter the Auditorium separately. Please ensure that you have handed out tickets to your guests before you line up, as they will need these to gain entry to the Auditorium. The Town Hall ushers will then direct all guests to their

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4. GET READY TO HEAD IN

Getting your robes is the last thing that you need to do before the ceremony, so take the opportunity to relax with your family and friends in the bar area. Now is a good time to take photos with your family and friends in your robes before the ceremony begins. Please don't take your drinks or glasses outside the venue and take care not to block the entrance to the

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CEREMONY

Before the start of the ceremony you will be asked to be upstanding for the progression of the platform party to the stage. We kindly ask for you to remain standing until asked to be seated. There will be various addresses and guest speakers, along with the presentation of graduation certificates and awards. The graduation ceremony will last around one hour. If you or any of your guests have any access or dietary requirements, please contact us to let us know at:

graduation@loughcoll.ac.uk

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GROUP PHOTO

Immediately after the ceremony, all of the graduates will be asked to stand outside (weather permitting) for a group photo. All group photos will be available to download for free at a later date, so please allow us time to capture this moment

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CELEBRATE!

Congratulations on your graduation from everyone at Loughborough College!

After your group photo, you'll be free to celebrate with your friends and family, please enjoy a complimentary Prosecco on us and a selection of delicious treats!