

INSTRUCTIONS FOR GRADUATES

Please follow the instructions below to help the ceremony run smoothly.

1. Arrival and Registration

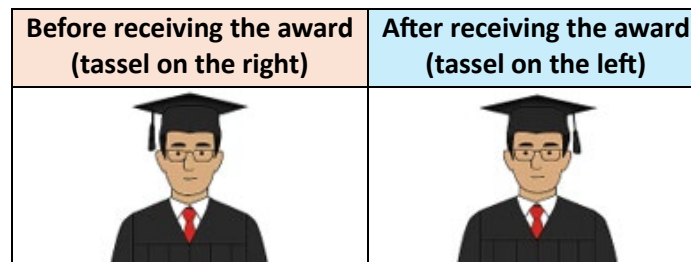
- **Arrival time:** Please arrive 45 minutes before your session: by 9:45 am for the morning session or by 2:15 pm for the afternoon session.
- **Venue:** The ceremony will take place on Level 3, UOW College Hong Kong, 18 Che Kung Miu Road, Tai Wai, New Territories, Hong Kong.
- **Registration:** Check in at the registration counter for assistance and to receive your ceremony materials.

2. Preparation and Briefing

- **Graduation gown:** After registration, put on your gown and check that it fits properly. All graduates must wear the approved gown during the ceremony.
- **Cap and tassel:** Follow the instructions below to position your cap and tassel correctly.

Before receiving the award: Wear the cap on your head, with the board flat and parallel to the ground. Place the tassel on the **right** side.

After receiving the award on stage: Move the tassel from the **right** side to the **left** side to signify graduation. Keep your cap on for the rest of the ceremony and during photos.



- **Briefing:** After preparing your gown, proceed to the graduate seating area on Level 3 for a briefing on the ceremony proceedings and stage instructions.

3. Ceremony Proceedings

- Please switch your mobile phone to silent mode during the ceremony.
- **Proceeding to the stage:** When it is your turn, proceed to the stage and hand your name card to the name presenter.
- **Receiving your certificate:** Step onto the stage, receive your certificate, and smile for the photo with the award presenter.

4. After the Ceremony

- **Remain seated:** After receiving your certificate, return to your seat and remain there until the ceremony has concluded.
- **Celebrate:** Enjoy the celebration with your friends, family, and faculty members, and take time to mark this important achievement.