



## INSTRUCTIONS FOR GRADUANDS AT GRADUATION CEREMONY

8-10 April 2022

1. In case you don't know the difference between the two terms, you are **graduands** until you receive your awards (graduation testamur and other documents) and then you are **graduates**.
2. While you are a graduand you wear the tassel on your trencher (your graduation hat) on the right and when you have received your award you wear it on the left.
3. Please arrive at the Avondale University College Church a minimum of 30 minutes before your ceremony starts.
4. When you arrive, you will be directed to find your allocated seat and place your belongings there. Then return to the foyer of the church and line up as directed ready to march in (the Processional) at the start of the program.
5. Follow the directions of the Student Administration Services staff to prepare for the processional and do not get out of your line-up order.
6. Make sure you are wearing your academic dress (regalia) correctly with your trencher tassel hanging on the **right side** of your face. For a demonstration of how to correctly wear your academic dress watch the short video on the Avondale web at [www.avondale.edu.au/graduation](http://www.avondale.edu.au/graduation)
7. When marching in, you will be seated from the front row until each row is filled.
8. You march (it's actually walking so don't get anxious about your steps) down the aisle and when you come to your particular row you turn and stand in front of your allocated, named seat.
9. When walking down the aisle, keep approximately 2 metres between yourself and the person in front of you. There will be staff prompting you when it is your turn to begin walking down the aisle.
10. Remain standing in front of your named, allocated seat until the platform party sits and sit at the same time.
11. Men, as per convention, please remove your trencher (your graduation hat) for the National Anthem and for prayer. Ladies are not required to do this.
12. When it comes time for the presentation of awards they will be given out in the order listed in the graduation booklet.
13. Please follow the directions of the graduation marshals who will indicate when each row needs to stand and move to the area at the bottom of the stage stairs (on the left when facing the stage from your seat) to wait and when to climb the stairs.
14. Make sure your trencher tassel is hanging on the right when you go on stage.
15. As soon as the graduand prior to you starts walking across the stage, be in place at the bottom of the stairs for when the marshal directs you to start.
16. As soon as your name is called walk up to the Vice Chancellor/President who will give you your graduation folder. **Make sure you look towards the official photographer**. Grad photos will be available at <https://www.facebook.com/AvondaleAlumni>
17. Continue to walk across the stage to have your trencher tassel moved from right to left, and then photographed.
18. Continue across the stage and down the stairs on the right side (when facing stage from your seat) and return back to your named, allocated seat.
19. When returning to your seat please make sure you do not walk in front of the photographer when he is actually taking a picture.
20. Following the closing prayer at the conclusion of the ceremony, you will walk out, row by row. The front row of graduates start, then the second row, then the third ... and so on.
21. Please keep moving away from the church foyer and entrance to allow those behind you to also exit.
22. **Proceed directly to the College Hall** for your discipline photographs, and family portraits in Greer Hall if you are having them.
23. Enjoy the celebration and congratulations!