

Congratulations and welcome to your ceremony!

REGISTRATION

Having registered, you will have your ceremony tickets, presentation card and souvenir programmes. Please keep your presentation card with you as you will need this when you go on stage. If you have any queries during the day, please visit the Enquiries desk, situated by Registration and our team will be happy to help.

ROBING

If you have arranged to hire academic dress through Ede & Ravenscroft Ltd, you can collect it from the foyer (Blue side) on Level 2. Please note, mortarboards are not permitted to be worn during the ceremony. After the ceremony, all hired robes should be returned to the foyer (Green side) on Level 2.

PHOTOGRAPHY

Ede & Ravenscroft photography studios are located in The Clore Ballroom on Level 2. Scrolls and mortarboards will be available to borrow for your photographs. Please allow plenty of time for photography as it can become busy during peak times. A photograph will also be taken of you when you cross the stage. This photograph will be available to purchase after the ceremony from the foyer (Green side) on Level 2.

THE CEREMONY

Doors will open approximately 45 minutes before the official ceremony start time. A musical programme from Westminster Brass will feature prior to the ceremony. Please make sure you and your guests have taken your seats no later than 15 minutes before the ceremony. The ceremony will start with a short film, followed by the arrival of the procession. The Presiding Officer will declare the ceremony open, and the presentation of graduates will begin.

When it is your turn to be presented, marshals will direct you where to go. **Please ensure that you keep your presentation card with you to hand over when you reach the stage.** If you are leaving any belongings by your seat, please make sure they are tucked out of the way and not obstructing the path of other graduates or staff.

REFRESHMENTS

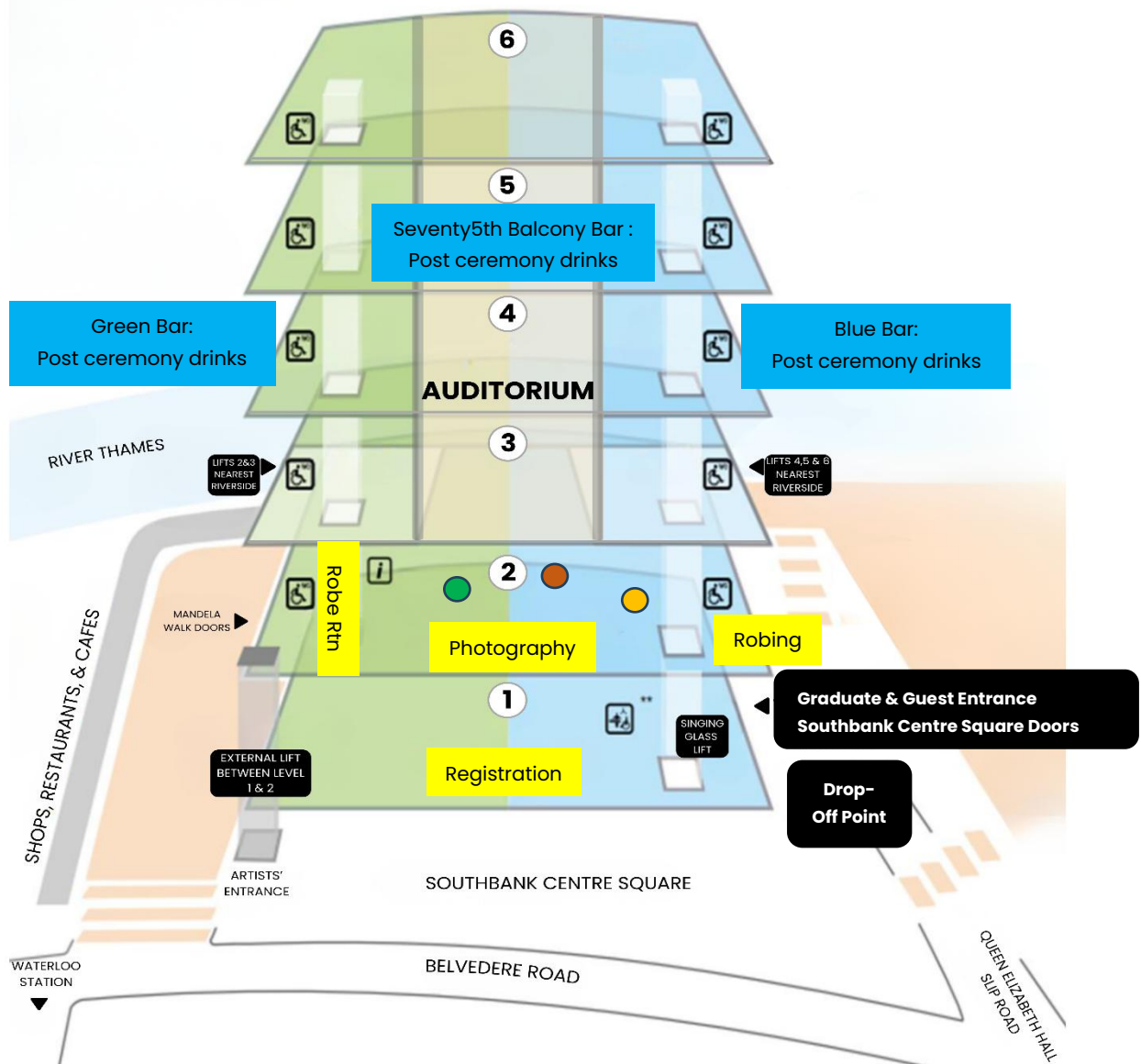
There are several catering outlets at the Royal Festival Hall, including the Festival Bar & Kitchen (Level 2), Skylon Restaurant (Level 3) and the Seventy5th Balcony Bar (Level 5).

Immediately after the ceremony, you are warmly invited to join your fellow graduates and guests for a celebratory drink from the Green or Blue bar on level 4, or the Seventy5th bar on level 5, available for 30 minutes after the ceremony. **As graduates will leave the auditorium before guests, please arrange to meet your guests at one of the bars listed above to celebrate together.**

DON'T FORGET...

.....to visit the Open Students Union (Open SU) merchandise stand, located on the foyer (Blue side) of Level 2. Meet the team, ask questions, pick up information, and purchase OU merchandise.

Royal Festival Hall



Level 1

Graduate & Guest Entrance
Registration & Enquiries

Level 2

OU Welcome Desk
Graduate Robing
Graduate Photography

- Open Students Union Stand
- Festival Bar & Kitchen
- Ballroom Café
- Award Photography

Level 3

Auditorium
Graduate Seating
Guest Seating
Skylon Restaurant

Level 4

Auditorium
Guest Seating
Blue Bar
Green Bar

Level 5

Auditorium
Guest Seating
Seventy5th Balcony Bar

Level 6

Auditorium
Guest Seating