



UPEI Convocation

Each May the University of Prince Edward Island holds Convocation ceremonies to award degrees and diplomas to its graduating students. Family, friends, and faculty are welcome to attend these joyous events.

These ceremonies are held indoors at the Chi-Wan Young Sports Centre at the University of Prince Edward Island, 550 University Avenue in Charlottetown. The first ceremony begins at 10:00 a.m. and the second one begins at 2:30 p.m. The graduates proudly walk in a procession across campus - the procession will start to arrive 15 minutes before the ceremony (Morning Ceremony - 9:45 a.m.; Afternoon Ceremony - 2:15 p.m.). You should be seated when the procession arrives at the Sports Centre.

Students and attendees looking for further Convocation information may use the links on the left-hand side of this page; activities and events are organized into "Before Convocation", "Convocation Day", and "After Convocation".

Schedule - Convocation 2013

Sunday, May 5

- Mass for Graduates - Chi-Wan Young Sports Centre (6:30 pm - 7:30 pm) with reception to follow

Monday, May 6

- Graduates pick up Invitations at Registrar's Office, Kelley Memorial Building, 8:30 a.m. - 4:00 p.m.

Tuesday, May 7

- Graduates pick up Invitations at Registrar's Office, Kelley Memorial Building, 8:30 a.m. - 4:00 p.m.

Wednesday, May 8

- Graduates pick up Invitations at Registrar's Office, Kelley Memorial Building, 8:30 a.m. - 4:00 p.m.

Thursday, May 9

- Graduates pick up Invitations at Registrar's Office, Kelley Memorial Building, 8:30 a.m. - 12:00 noon
- Graduates pick up gowns and hoods from the gown room (#115) located next to the squash court in the Chi-Wan Young Sports Centre, 9:00 a.m. - 6:00 p.m.
- Extra Invitations may be picked up by graduates at Registrar's Office, Kelley Memorial Building, 1:00 p.m. - 4:00 p.m.

Friday, May 10

- Rehearsal for Convocation at Chi-Wan Young Sports Centre at 11:00 a.m.
- Graduates pick up gowns and hoods from the Gown Room (#115) located next to the squash court in the Chi-Wan Young Sports Centre, 9:00 a.m. - 6:00 p.m.
- Awards Ceremony - 12:00 noon at the W.A. Murphy Student Centre
- Extra Invitations may be picked up at Registrar's Office, Kelley Memorial Building, 8:30 a.m. - 4:00 p.m.

Saturday, May 11 (Convocation Day)

- Graduates return gowns and hoods to gown room (#115) located next to the squash court in the Chi-Wan Young Sports Centre, 12:00 noon to 1:30 p.m. and 4:00 p.m. to 6:00 p.m.

Monday, May 13



- Graduates return gowns and hoods to gown room (#115) located next to the squash court in the Chi-Wan Young Sports Centre, 9:00 a.m. - 6:00 p.m.
- After this date please return academic dress to Registrar's Office, 8:30 - 4:00 p.m.

Before Convocation

Everything you need to remember leading up to Convocation!

Academic Dress

Academic dress - also known as academic costume or regalia - is worn by all participants in Convocation ceremonies. At the rehearsal on Friday, May 10 at 11:00 a.m. there will be a demonstration on "how to wear" academic dress.

- The ceremonial hoods worn by each graduand are colour-coded to identify the graduand's field of study (see "Hood Colours" on this page).
- Hoods are pinned on the front of the gown, so that the colour of the hood shows on the front and over the shoulders. The hood hangs over the back. Please feel free to ask the ushers for assistance.
- Ceremonial gowns are worn open and are designed to hang straight.
- Graduands receiving a diploma wear a gown only. Graduands receiving a Bachelor's degree wear a gown and hood, and PhD recipients wear a PhD gown, hood, and hat.

Academic Dress may be rented throughout the year at the UPEI Bookstore. You are allowed to keep the academic dress for three business days with a \$35.00 refundable deposit. For every late day there is a \$5.00 deduction. You may use credit card, debit, cash or a cheque. If you need the academic dress for longer, please contact the UPEI Bookstore at 566-0625 to make arrangements. Rental requests must be made at least two business days in advance of pick-up to ensure availability. Also some local photographers have gowns and UPEI hoods on hand, so you may wish to check with them before reserving items. For group rentals, please contact Cathy Toombs or Eileen Kinch at the Registrar's Office (please note that 72 hours notice is required).

Degree Framing

The UPEI Alumni Association offers degree framing services. Place your orders online at <http://8734upeil.com/>

Gowns and Hoods

Graduating students must use their UPEI ID to pick up gowns and hoods in advance of Convocation. Collect your gown and hood at the Chi-Wan Young Sports Centre, 1st floor, Room 115 (next to squash courts):

- Thursday, May 9 from 9:00 am - 6:00 pm
- Friday, May 10 from 9:00 am - 6:00 pm

Grad Week Schedule

In the week leading up to Convocation, UPEI graduates plan a week of activities. The full Grad Week schedule will be posted before Convocation.

Hood Colours

Ceremonial hoods worn by each student are colour-coded to identify the student's field of study. Staff in the Chi-Wan Young Sports Centre will be able to help you choose the appropriate hood.

- Bachelor of Arts: White
- Bachelor of Applied Arts in Print Journalism: Crimson
- Bachelor of Business Administration: Drab
- Bachelor of Business in Tourism and Hospitality: Burgundy
- Bachelor of Education: Light Blue
- Bachelor of Education in Human Resource Development: Hunter Green
- Bachelor of Integrated Studies: Silver Gray
- Bachelor of Music: Pink
- Bachelor of Music Education: Mauve
- Bachelor of Science: Golden Yellow
- Bachelor of Science in Nursing: Apricot
- Bachelor of Applied Science in Radiography: Blue and Gold
- Radiography Post-Diploma Degree: Blue and Gold
- Bachelor of Child and Family Studies: Purple and Gold
- Bachelor of Wildlife Conservation: Russet
- Doctor of Veterinary Medicine: Grey
- Master of Education: Light Blue Velvet
- Master of Science: Golden Yellow Velvet
- Master of Veterinary Science: Peacock Velvet
- Doctor of Philosophy: Grey and Green Velvet
- Master of Arts: White Velvet
- Master of Applied Health Services Research: Royal Blue Velvet
- Master of Business Administration: Velvet Drab

Invitations

Each graduate will be given six (6) invitations for guests to attend Convocation. These invitations should be available around the first of May. Seating is strictly limited by fire safety regulations. Invitations are collected at the door. Please remind your guests that they must have their invitation to gain admittance and to be assured of a seat. Guests must be seated by 9:45 am for morning ceremonies and 2:15 pm for afternoon ceremonies. Invitations will be distributed by the following schedule:

- Monday, May 6 - Registrar's Office, Kelley Memorial Building - 8:30 - 4:00
- Tuesday, May 7 - Registrar's Office, Kelley Memorial Building - 8:30 - 4:00
- Wednesday, May 8 - Registrar's Office, Kelley Memorial Building - 8:30 - 4:00
- Thursday, May 9 - Registrar's Office, Kelley Memorial Building - 8:30 - noon

Extra invitations are available only after everyone has had a chance to pick up their allotted six.

- Thursday, May 9 - Registrar's Office, Kelley Memorial Building - 1:00 - 4:00
- Friday, May 10 - Registrar's Office, Kelley Memorial Building - 8:30 - 4:00



Graduating students who are presently “off-island” and are not able to pick up their invitations on the above dates may contact Eileen Kinch at kinch@upei.ca to make alternate arrangements.

Mass

University of Prince Edward Island graduates and their families are invited to a gathering to celebrate—in prayer and song—the accomplishments of the Class of 2013:

Sunday, May 5, 2013 – 6:30 pm
Chi-Wan Young Sports Centre
University of Prince Edward Island
550 University Avenue, Charlottetown

Mass celebrants will be The Most Reverend Richard J. Grecco, Bishop of the Diocese of Charlottetown, and University Chaplain Father Andrew MacDonald. Reception to follow. Please note: Individual invitations will not be mailed out this year. Please reply electronically to sukidd@upei.ca, or by phone (902) 894-2876.

Memorabilia

The UPEI Bookstore, located in the W.A. Murphy Student Centre, will be open on Convocation Day from 9:00 a.m. to 4:00 p.m. Please drop by and check out our great selection of crested UPEI clothing and giftware which will be 20% off on this day.

Multiple Degrees

If you are receiving a **diploma and a degree**, the diploma will be granted first. Since diploma recipients do not require hoods, you are asked to give your degree hood to the person whose name appears next to yours alphabetically in your degree group listed in the Convocation Program. Ask that person to place your Hood on the chair beside his/hers to reserve it for you. Because you will receive your diploma first, take your place in the procession with the diploma recipients. After receiving your diploma, take your place with your degree group (in the seat which has been reserved for you).

If you are receiving **more than one degree**, wear the Hood for the degree which you will receive first. Give the second Hood to the person whose name appears next to yours alphabetically in the program in your second degree group. Ask the person to place your Hood on the chair beside his/hers to reserve it for you. Then after you receive your first degree, join your second degree group. Assistant marshals will be on each floor in Duffy Science Centre to assist with the procedure for those receiving more than one degree or diploma. Please do not wear more than one hood at a time.

Rehearsal

Rehearsal will be held in the Chi-Wan Young Sports Centre on Friday, May 10, 2013 at 11:00 am. Rehearsal attendance is highly recommended in order to ensure that the ceremonies proceed properly on Convocation Day. At the rehearsal there will be a demonstration on "how to wear" academic dress. The rehearsal is approximately 45 minutes - to one hour. Following the rehearsal, the Senior Class Awards Ceremony will be held in the W.A. Murphy Student Center.



Senior Class Awards Ceremony

The awards ceremony will begin at 12:00 noon following rehearsal on Friday, May 10 in the W.A. Murphy Student Centre.

This celebration is an opportunity to honour fellow graduates for academic and spirit accomplishments. The ceremony will be attended by the deans of each faculty and other faculty members who join together to acknowledge the years of dedication and sleepless nights the graduates have endured to achieve this goal. The ceremony will also be attended by many individuals and business representatives who have generously donated prizes to deserving students. All graduates are encouraged to attend the awards ceremony to promote spirit for the Class of 2013 and to acknowledge the donors for prizes that students may be receiving. A light lunch is provided, kindly sponsored by the UPEI Faculty Association.

Awards and recipients will be printed in the Convocation program.

Yearbook Photos

The deadline to submit photos for the Yearbook is May 1st. Please contact the UPEI Student Union:

Telephone: (902) 566-0708

Email: nexus@upeisu.ca

Digital files are preferred, but prints will be accepted. Heckbert's studio (www.heckbertstudio.com) offers photo and print services for graduates.

Convocation Day

Absent for Convocation

If you are not attending the Convocation Ceremony you have two options which will allow you to receive your degree/diploma. Please remember that if you are financially indebted to the University, no testimonial, diploma, certificate or statement of examination record will be issued.

- Option 1: If you live in PEI, you may pick up your degree/diploma at the Registrar's Office, front counter, the week following the ceremony. If someone else is picking up your degree, please have a note signed by you authorizing us to release your degree. Office hours are 8:30 a.m. to 4:00 p.m.
- Option 2: If you live off-island, you may request to have your degree/diploma mailed to you after Convocation Day. Please note that we do our best to ensure the degree arrives to you and in good shape but we cannot guarantee this.

Accessibility

If a graduate or someone in their party require special seating or other arrangements due to a disability please contact the Coordinator of the Chi-Wan Young Sports Centre:

Janice Robertson

(902) 566-0305

robertson@upeu.ca

Please note that there will be a "designated" drop off area to allow easier access into the Sports Centre. Please ask the security on campus for directions.

Afternoon Convocation Ceremony

Following is a list of the degrees, diplomas, and certificates that will be awarded at the Afternoon Convocation ceremony:

- Public Administration Certificates
- Public Administration Diplomas
- Engineering Diplomas
- Bachelor of Applied Arts in Print Journalism
- Bachelor of Arts
- Bachelor of Arts - Honours
- Bachelor of Child and Family Studies
- Bachelor of Integrated Studies
- Bachelor of Music
- Bachelor of Music Education
- Post-Diploma Degree in Radiography
- Bachelor of Applied Science in Radiography
- Bachelor of Science
- Bachelor of Science - Honours
- Bachelor of Science - Cooperative Education
- Bachelor of Wildlife Conservation
- Master of Science - Faculty of Science
- Master of Arts

Assembly on Convocation Day

On Saturday, May 11 at 9:00 a.m. (for Morning Convocation) and 1:30 p.m. (for Afternoon Convocation), graduates will assemble in Duffy Science Centre (DSC) and will be provided with an index card on which they will write their name. This identification card is carried by the graduate to the Sports Centre.

Assembly instructions will be provided at the front door of Duffy Science Centre and on all floor levels. Graduates will be arranged in pairs alphabetically with ushers help, according to the Convocation program. At 9:40 a.m. and 2:10 p.m. the Academic Procession will begin to move from Duffy Science Centre to the Chi-Wan Young Sports Centre. Please note: If the weather is inclement we will be lining up in Main Building and it will be advertised on the radio in the morning.

Students receiving Honours and Conversion Certificates should assemble as a group within their faculty in the following order, e.g., BA, (Honors and Conversion Certificates as one group).

Flowers for Sale

May is Multiple Sclerosis month, please buy a bouquet for your special graduate and support MS. Bouquets may be purchased at the Wanda Wyatt Dining Hall on Convocation Day. Money received goes to research and patient services. Thank you for your support.

Identification Card

You must prepare a legible card to give to the announcer on Convocation day and will be made available to you as you line up in the Duffy Science Building. This card is required so that the announcer can introduce you as you go up on stage. If you are concerned about the



announcer getting the right pronunciation, please mark on this card how it sounds; for example: Javier (pronounced with a "H") Henry Doe.

Parking

Graduation ceremonies are held indoors at the Chi-Wan Young Sports Centre at 10:00 a.m. and 2:30 p.m. There will be approximately 400 graduates in each ceremony and their 6 guests attending this celebration.

There are a number of parking spots designated by the International Wheelchair Symbol, situated in front of the Chi-Wan Young Sports Centre and the W.A. Murphy Student Centre. For guests, there is plenty of other parking close to the Sports Centre (within a 5-minute walk) - please refer to the [campus map](#) for the location of general parking areas on campus. Please arrive early so that you can get the best parking spot close to the Sports Center and still ensure that you will be seated before graduates arrive in their procession (9:45 a.m. and 2:15 p.m.). Once parking lots close to the event fill up, there still is plenty of other parking on campus, within a 10-minute walk.

For graduates, there is plenty of parking close to Duffy Science Center, where you assemble before Convocation, e.g. at the Irving Chemistry Centre (ICC) lots. This is also close to Wanda Wyatt Dining Hall (and AVC) where you disperse after you graduate.

After Convocation

Returning Gowns

You may return your gown and hood on the following dates and location:
Sports Centre, First floor, Room 115 (next to squash courts)

- Saturday, May 11 from 12:00 noon to 1:30 p.m.
- Saturday, May 11 from 4:00 p.m. to 6:00 p.m.
- Monday, May 13 from 9:00 a.m. to 6:00 p.m.

After Monday, May 13, return all gowns and hoods to the Registrar's Office, Kelley Building. The office hours are 8:30 to 4:00 p.m.

Transcripts

Transcripts can be requested:

- In person at the Registrar's Office
- By sending a transcript request form to: Registrar's Office, University of Prince Edward Island, 550 University Avenue, Charlottetown, PE C1A 4P3
- By faxing a transcript request form to: Registrar's Office, 902-566-0795
- By email (sent from a verified UPEI account only) to: transcripts@upei.ca

Graduates should be aware that transcripts will not be provided until all outstanding accounts, fees, or fines have been settled with the University and gowns have been returned.