

## FREQUENTLY ASKED QUESTIONS

### What date is the Awards Ceremony on?

Friday 4 November 2011.

### Where is it being held?

Bute Hall, University of Glasgow, University Avenue, Glasgow, G12 8QQ.

### Will I be invited to the Awards Ceremony?

If your course is part of the Ceremony, you will receive a letter from Cardonald College Glasgow by the end of September advising that you are eligible to attend. It will explain what you need to do to ensure that you are registered to attend the Ceremony. **Please note all response dates; if you fail to meet them you will be unable to attend the Ceremony.**

### I haven't received information about registering to attend.

Your first call should be to the department you studied with. Get them to confirm that you have completed your course and are eligible to attend. Once they have done this, ask them to advise the Marketing Unit to add you to the list of students who should be invited to attend.

### What happens if I did not complete my course by 31 August 2011?

You will not be able to attend this year, although you can register for next year's Ceremony.

### What time do I turn up and then what do I do?

Registration is open 11.30am.

1. On arrival report to Hunter Hall and register.
2. You must be registered by 1.30pm at latest. Registration will close at 1.30pm sharp. Please allow at least 15 mins to register. **Do not be late or fail to do this as it means you will be unable to participate in the Ceremony.**
3. Go to Bute Hall
4. You must be seated in Bute Hall by 2.00pm

### How long does the Ceremony last?

The Ceremony starts at 2.30pm and is usually finished by 3.45pm.

### What happens if I am late on the day?

Being on time is essential. If you are late, you will not be able to participate.

### How much does it cost to attend?

We do not charge you to attend. The only costs you would incur are for the hire of an academic gown, official photography and additional guest tickets.

### How many guests can I bring with me?

As many as you like! The College automatically will give you 2 free guest tickets which will be posted on or around 18 October. Each subsequent guest ticket will cost £5.00 per person. Tickets will be on sale from 18 October, to order contact Susan Gough on 0141 272 0613 or at [sgough@cardonald.ac.uk](mailto:sgough@cardonald.ac.uk). You cannot order these online. Ticket sales operate on a first come, first served basis. Please note that access to seating in the upstairs gallery is unsuitable for those with limited mobility (it has steep stairs).

If you do not receive or lose your guest tickets please contact Susan.

### Can children attend as guests?

Yes, children are most welcome. This is a time for your family and friends to celebrate your success.

**Will my lecturers be there?**

All lecturing staff are invited to attend.

**Who will I be sitting with?**

You will be seated with your class group, in alphabetical surname order.

**Will I get my SQA certificate on the night?**

No, this is issued directly to you from SQA. You will be presented with a Cardonald College Glasgow Commemorative Certificate. There will also be a formal programme of events for you to keep as a souvenir.

## Academic Gowns

**Do I need to wear an academic gown?**

It's not compulsory but the majority of students choose to hire an academic gown. Last year all students wore a gown.

**How do I hire an academic gown and how much does it cost?**

The gown hire company is called 'Ede & Ravenscroft' (E&R).

Your registration pack will tell you how to book an academic gown. You will be able to order your gown over the phone or online. The cost will be approximately £25.00.

**How do I know which hood to order?**

Have the name of your course available e.g. HND Social Sciences. When you contact E&R you will be asked for this information. E&R will know which hood you need.

**Where do I collect my gown?**

Collect it from Hunter Hall from 11.30am on the day.

**Do I get to keep the academic gown and hood?**

No. You're paying to hire the academic gown for the duration of the Ceremony. Return to the collection point in Hunter Hall at the end of the Ceremony.

**What do I wear under my academic gown?**

We would recommend you wear a white shirt/blouse and black skirt or trousers. Some students prefer to wear their national dress.

## Photographs

**Do I need to have my photograph taken?**

No, however we ensure there is a company available to provide this service for you and your family. It is up to you if you wish to take advantage of it. Any questions about this service should be directed to the photography company, who will be happy to help you. Information on how to book photography is included in the letter we send to you in September.