

Cape Breton University

Fall Convocation 2018

A Guide for Potential Graduates

Cape Breton University Convocation - A Special Time

Convocation is the culmination of years of serious academic dedication and hard work. It is also an event to celebrate your achievement. To assist you in your preparation, the Registrar's Office has compiled this guide, outlining important dates, times and locations for Fall Convocation.

Please review dates and times carefully. As well, please review answers to frequently asked questions about Convocation. If you still have questions please contact convocation@cbu.ca.

Current information on Convocation is available at www.cbu.ca/convocation.

Follow us on Twitter @ROatCBU for up to date information.

Fall Convocation will be held Saturday, November 3 at 2:00 p.m. at the Membertou Trade & Convention Centre, 50 Maillard Street, Membertou



Schedule of Events

There are a number of activities taking place the week of Convocation. Please take a few minutes to review this important schedule of events.

Wednesday, October 31

Grad Gown Pickup

Time: 8:30 a.m. to 7:00 p.m.

Place: Students' Union Executive Boardroom

Thursday, November 1

Grad Gown Pickup

Time: 8:30 a.m. to 7:00 p.m.

Place: Students' Union Executive Boardroom

Saturday, November 3

Assembly for Graduands

Grads are required to assemble by program promptly at 1:00 p.m. to ensure they are in the appropriate lineups to allow the ceremony to begin on time. ***Please be on time!***

Time: 1:00 p.m.

Place: Multi-purpose Room, Lower Level, Membertou Trade & Convention Centre, 50 Maillard Street, Membertou

Convocation Ceremony

Time: 2:00 p.m.

Place: Great Hall, Membertou Trade & Convention Centre, 50 Maillard Street, Membertou

We ask that graduates and guests stay for the entire ceremony.

Graduates' Reception

An open reception for graduates and guests will take place immediately following the ceremony. There will be an area for gown returns. All are welcome!

Time: Immediately following end of ceremony

Place: Multi-Purpose Room, Lower Level, Membertou Trade & Convention Centre

Frequently Asked Questions

When Do I See the Final Graduation List?

This list will be posted on the board outside the Registrar's Office, Marvin Harvey Building on Monday, October 29 at 1:30 p.m. The list will also be posted at www.cbu.ca/convocation on the same date and time.

***PLEASE NOTE: Graduating students will not be forwarded any degree, diploma or certificate parchment until all fees, fines or other accounts owed to Cape Breton University are paid in full. Your name will appear on the final graduation list, but you will only be able to participate in Convocation ceremonies once your bill is paid.**

What Do I Need to Know About My Academic Dress?

Students receiving degrees, diplomas or certificates wear black gowns and the appropriate hood or stole depending on their program (see section on Regalia). No academic caps are worn. It is important that students pick up their academic dress during the dates listed in the Schedule of Events. Students will be available to assist you in picking out your academic dress.

Please note: Gowns may require pressing. Students are responsible for their academic dress until it is returned. All academic dress must be returned promptly after Convocation. It may be dropped off in the Multi-Purpose Room at the Membertou Trade & Convention Centre. ***If academic dress is not returned, the full replacement cost of \$200 will be charged to the graduate.**

What about Borrowing Academic Dress for Photos?

If you would like to borrow academic dress for photos, you must contact the Registrar's Office at least two days in advance of the date on which you would like to borrow it at 902-563-1404 or convocation@cbu.ca.

How Many Guests May I Bring to the Convocation Ceremony?

There is no set number of guests you can invite. Any reserved seating for graduates and others will be clearly marked. Seating is available for those with special needs.

Is There Accommodation for Out-of-Town Guests?

There are a number of hotels, motels, and bed and breakfasts located in the Cape Breton Regional Municipality. Guests can contact Destination Cape Breton at 1-902-563-4636 or visit www.capebretonisland.com for more information. [The Hampton Inn by Hilton, Sydney](#) (adjacent to the Membertou Trade and Convention Centre) is offering a special rate of \$149.00 per night. For more details, contact 902-564-6555.

Livestream

For graduates, family members and friends who cannot attend the ceremony will be livestreamed starting at 2:00pm Atlantic time. A link to the broadcast site will be provided on the day of Convocation at www.cbu.ca/convocation.

What about Parking?

Parking is available at the Membertou Trade & Convention Centre.

Regalia

Bachelor of Arts Hood - White Velvet Binding

Bachelor of Arts Community Studies Hood - Light Green Velvet Binding

Bachelor of Business Administration Hood - Russet Velvet Binding

Bachelor of Education Hood - Blue Velvet Binding

Bachelor of Hospitality and Tourism Hood - Russet Velvet Binding with Royal Blue Satin Edging and Gold Piping

Bachelor of Technology Information Hood - Russet Velvet Binding with Green Satin Edging

Bachelor of Science Hood - Gold Velvet Binding

Bachelor of Science Community Studies Hood - Gold Velvet Binding

Bachelor of Engineering Technology Hood - Green Velvet Binding

Bachelor of Technology Hood - Green Velvet Binding

Bachelor of Science Nursing Hood - Apricot Velvet Binding

Bachelor of Health Sciences Hood- Sage Green Velvet Binding

Master of Business Administration Hood - Russet Velvet Binding and Maroon and White Lining

Engineering Diploma Stole - Outside White; Inside Green

Engineering Technology Diploma Stole - Outside Green; Inside Orange

Business Technology Diploma Stole - Outside Orange; Inside Green

Education Diploma Stole - Outside Blue; Inside Orange

Certificates Stole - Outside White; Inside Ora

Contact Information

It is important that students notify the Enrolment Services Office (welcome@cbu.ca) of any change of address so their records are current. This also enables the Alumni Office to maintain contact with you. The University cannot accept responsibility for information sent to an outdated address. By keeping addresses updated, students can stay informed of the latest news at Cape Breton University.

Release of Mailing Addresses

The Cape Breton University policy on the release of student information does not allow for the release of mailing addresses. However, the Alumni Association and offices of the provincial political parties have requested the names and addresses of our graduates.

If you do not wish for your contact information to be released, please contact the Registrar's Office in writing by October 29, 2018 at registrar@cbu.ca. It will be assumed those who have not done so have consented to release of information.

We hope this guide has provided you with information you need to ensure your Convocation is a special time. If you have any additional questions, please feel free to contact us using the contact information provided below.

Registrar's Office

Phone: (902) 563-1404 E-mail: convocation@cbu.ca

Website: www.cbu.ca/convocation

Your co-operation will help us ensure Convocation goes smoothly.

We look forward to sharing in this special day with you. Congratulations!

What If I Cannot Attend the Convocation Ceremony?

We hope that all graduating students will have an opportunity to participate in Convocation on Saturday, November 3, 2018. However, if you are unable to attend, please complete the form on this page and return it to the Registrar’s Office by Friday, November 2, 2018. If you live in the Sydney area we strongly recommend that you pick up your parchment. Parchments will be available for pick up in the Registrar’s Office one week after the graduation ceremony. If you are unable to pick up your parchment, it will be forwarded to you by Xpresspost within one month of the graduation ceremony to the address indicated below.

I do not plan to attend the Convocation ceremony.

Please mail my parchment to the address listed below:

Name: _____

Student ID#: _____

Address: _____

Program: _____

Signature: _____

Return To convocation@cbu.ca