GRADUATION CHECKLIST

BEFORE GRADUATION DAY

☐ Log into mySI-net, select the ‘graduation’ menu item, and follow the links to complete your electronic Conditional Graduation Application form. Do this as soon as possible after you receive your email from the University regarding your graduation.

☐ View your ceremony time and date.

☐ Check and confirm your award title, field of study and majors (where relevant). If incorrect consult your Faculty.

☐ Check and confirm your name in mySI-net (if incorrect a Change of Name form must be completed) by 5PM Friday 7 July 2017.

☐ Ensure your mailing address is correct by 5PM Friday 7 July 2017 in mySI-net

☐ Order and pay for your Academic Dress

☐ Ensure you advise Student Progression of any special assistance that may be required by either yourself or your guests for your ceremony.

☐ Check your student email on Wednesday 5 July 2017 to confirm your eligibility to graduate.

☐ Keep an eye on your student email on 12 July 2017 to access your guest tickets.

IMPORTANT CONTACTS
STUDENT PROGRESSION
www.uq.edu.au/graduations  Phone: 07 3365 9194
SILVER ROSE PHOTOGRAPHY
Website: www.silverrose.com.au  Phone: 07 3262 5788
SELECT AWARDS
Website: www.selectawards.com.au/uq  Phone: 02 9757 4443
REED GRADUATIONS
Website: https://uq.reedgraduations.com.au/  Phone: 1300 361 806
UQ Alumni  Website: www.alumni.uq.edu.au

ON GRADUATION DAY

☐ Bring your student ID card or photo ID to your ceremony.

☐ Allow enough time for parking or public transport.

☐ Collect academic dress – available for collection 2 hours prior to ceremony commencement from Level 2, Michie Building (Building 9)

☐ Graduands must be registered 90 minutes prior to the commencement of the ceremony. Guests may begin to enter approximately 1 hour prior to ceremony.

☐ Don’t forget to provide your guests their tickets for the ceremony.

☐ Wear comfortable, smart casual attire and footwear.

☐ If, in the event that the graduation hall is at its maximum capacity, guests are able to view the ceremony from the adjacent Lecture Theatre (St Lucia only).

☐ Ceremonies are approximately 90 minutes in duration so you may wish to have a snack beforehand.

☐ Refreshments are served following the ceremony for graduands and their guests.

☐ Collect your FREE ‘Class of 2017’ T-shirt at the alumni tent, located at the Great Court.

☐ Visit the official UQ Graduation suppliers located in the Great Court.