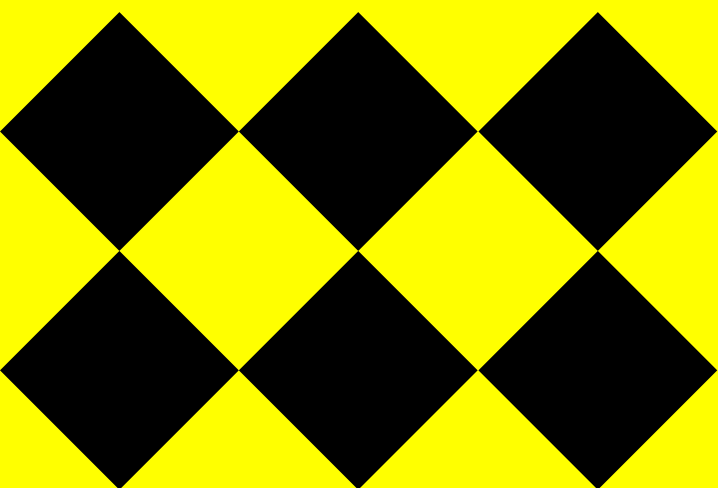
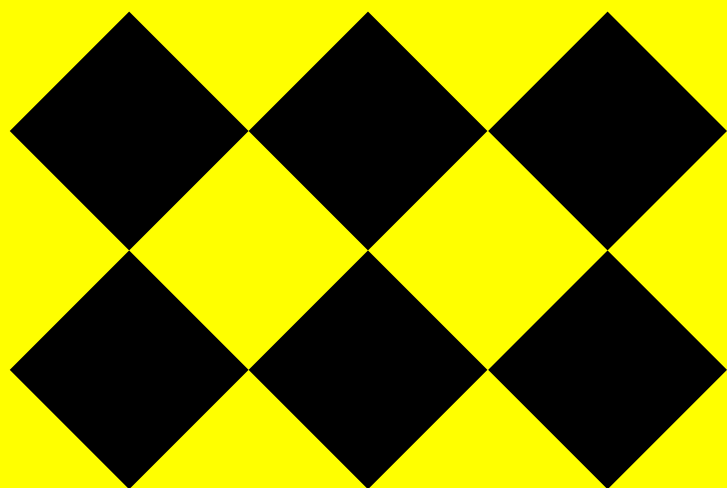


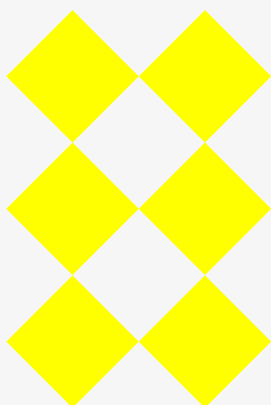
YOUR GUIDE TO GRADUATION DAY



Your guide to
graduation day



NORWICH
UNIVERSITY
OF THE ARTS



We're looking forward to seeing you at Norwich City Football Ground for your graduation ceremony! Here are our top tips and advice for what you can expect on the day.



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→ **How do I request adjustments for me and/or my guests?**

Please let us know in advance about any adjustments you or your guests will need on the day. This includes any adjustments for seating at the ceremony. You can email us on graduation@norwichuni.ac.uk

→ **Will you be livestreaming the ceremony?**

Yes. We'll be livestreaming our graduation ceremonies on YouTube. If you have family and friends who don't have tickets, please send them this link in advance:

www.youtube.com/@NorwichUniversityoftheArts/streams

This link will also be available on our website at norwichuni.ac.uk/graduation



→ **What should I wear?**

Graduation is a formal occasion, so we recommend wearing formal clothing.

→ **Can I store my belongings anywhere at the venue?**

No, there are no lockers or storage facilities for coats or bags.

If possible, it's a good idea to leave your possessions with your guests before you take your seat.

→ **Will you be selling graduation tickets on the day?**

No. Your guests must all have their tickets booked in advance.

→ **What happens if my guests don't have tickets?**

Family and friends who don't have tickets will be able to join you while you collect your gown and have your photo taken in The Lion and Castle. However, they won't be able to enter the ceremony itself.



PARKING

→ I am driving to the football ground. Where should I park?

When you arrive at Norwich City Football Ground, a steward will show you where to park.

→ Is parking free at the football ground?

Yes. Free parking is available at the football ground for the duration of each graduation ceremony. When you arrive, a steward will give you a timed parking permit to display in your car.

→ Is parking limited at the football ground?

Yes, parking is limited, so you may want to consider alternative travel options to get to your graduation.



ARRIVAL AND REGISTRATION

→ What time should I arrive?

If you're graduating in the morning, you can arrive from 9am.

If you're graduating in the afternoon, you can arrive from 2pm.

Make sure you leave enough time to collect your gown and have any photos taken before your ceremony starts.

→ What should I do when I arrive?

→ **Register:** When you arrive, you and your guests should head for the small marquee near the Thorpe Corner of the ground. This is also the entrance to The Lion and Castle.

→ **Get your registration card:** University staff will register you and give you a card with your name, award and course on. **Keep this card safe – you'll need it when you cross the stage to celebrate your degree or diploma award.**

→ **Collect your gown:** University staff will direct you to collect your gown, hood and cap from Ede and Ravenscroft.

→ **Have your photo taken:** If you want to, you can have formal graduation photos taken. You can book these photos in advance, or on the day. These photos are organised by Ede and Ravenscroft.

→ **Walk to the part of the football ground where the graduation ceremony will be held:** University staff will be available to direct you.



→ **Where will registration, gowning
and photography take place?**

Registration, gowning and photography
will take place at The Lion and Castle.

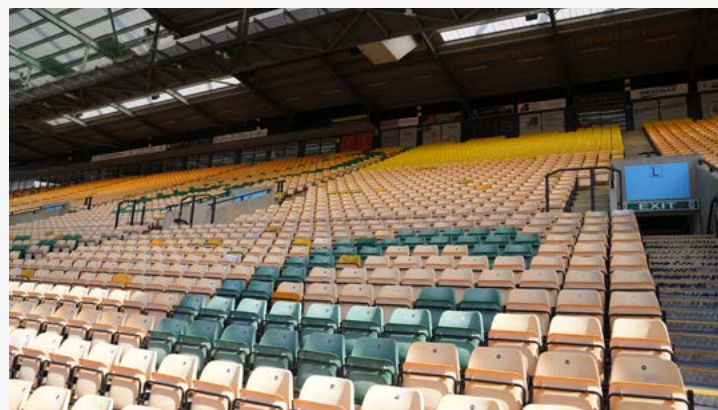


◆◆◆ DURING YOUR
GRADUATION
CEREMONY

→ **Where do students and guests sit?**

Ushers will direct you and your guests to where you need to sit.

- Students and guests sit in separate blocks of seating next to each other.
- Guests have numbered seats.
- Students sit in the row (or rows) allocated for their course. You don't need to sit in any particular order.



→ **What happens during the
graduation ceremony?**

We'll play a short film to welcome you to graduation, then staff will arrive on the stage.

The Vice-Chancellor will welcome everyone and explain what will happen during the ceremony.



An usher will let you know when it's time for you to cross the stage. They will lead you to the right of the stage.



When it's your turn to cross the stage, hand your registration card to the member of your course team at the lectern. A member of your course team will read out your name and you'll cross the stage.

You'll doff caps with a senior member of the University.



You'll leave the stage and an usher will guide you to a different seat on the other side of the stage.

Don't worry about remembering all the details – we'll be on hand to talk you through it all on the day!

→ What happens after the ceremony?

University staff will direct you to an exit to the left of the stage. Our team will greet you in the Alumni area where you'll have the opportunity to take photos with your family and friends.



You'll also be able to buy University merchandise, including hoodies.

Any family or friends who were not at the ceremony will be able to join you in the Alumni area.

→ When do I need to return my gown?

Make sure you return your gown by 6pm on the day you graduate.

→ Where do I return my gown?

You can return your gown to one of two locations:

- The entrance of the football ground where you came in.
- Reception at Francis House, in Norwich city centre. The full address is Francis House, 3-7 Redwell Street, Norwich NR2 4SN.

→ **What happens if I forget to return my gown?**

If you don't return your gown by 6pm on your graduation day, it will be your responsibility to send it back to Ede and Ravenscroft.

→ **When will I get my graduation photos?**

Once you confirm your order, Ede and Ravenscroft will send you your photos within 28 days. On graduation day, they will also be selling photos of students as they cross the stage at each ceremony.

→ **When will I get my degree or diploma certificate?**

→ Your certificate will be posted during the week of 18 August 2025. It will be sent to the address you provided when you registered for graduation.

→ If you qualified for an MA or another postgraduate taught award, or you qualified for your undergraduate award in autumn last year, we have already sent you your certificate.

→ **Who do I contact if I have a question about my certificate?**

If you have a question about your certificate after graduation, please email registry@norwichuni.ac.uk.

◆◆◆ HELP AND
SUPPORT ON
GRADUATION DAY

If you have any questions on graduation day, you can speak to our University ushers, who will be dressed in grey gowns.

Norwich City Football Ground staff will also be available to help.

If you have a question about your gown or your graduation photos, you can speak to a representative from Ede and Ravenscroft.



We hope you enjoy
your graduation day!