



GRIFFITH COLLEGE GRADUATION
NOVEMBER 6TH AND 7TH, 2019

GRADUATE GUIDELINES & CHECKLIST

Graduation Schedule

Griffith Conference Centre, South Circular Road, Dublin 8.

CEREMONY A1: WEDNESDAY, 6TH NOVEMBER 2019

TIME: 10:30AM – 12:00PM

GRADUATE BUSINESS SCHOOL

- Postgraduate Diploma in Business in International Business Management (QQI)
- MSc in International Business Management (QQI)
- Postgraduate Diploma in Science in International Business and Law (QQI)
- MSc in International Business and Law (QQI)
- Postgraduate Diploma In Science In International Procurement and Supply Management (QQI)
- MSc in International Procurement and Supply Management (QQI)
- Postgraduate Diploma in Science in Accounting and Finance Management (QQI)
- MSc in Accounting and Finance Management (QQI)
- MBA in International Business (QQI)

TAX

- Certificate in Advanced Taxation Planning and Advice (QQI)

DESIGN

- Diploma in Interior Design (GCD)
- Certificate in Art and Design (QQI)
- BA in Interior Design (QQI)
- BA (Hons) in Design Communications (QQI)
- BA (Hons) in Interior Architecture (QQI)
- BA (Hons) in Fashion Design (QQI)

CEREMONY A2: WEDNESDAY, 6TH NOVEMBER 2019

TIME: 2:30PM – 4:00PM

COMPUTING

- Higher Certificate in Science in Computing (QQI)
- BSc in Computing (QQI)
- BSc (Hons) in Computing Science (QQI)
- Higher Diploma in Science in Computing (QQI)
- Higher Diploma in Science in Web Development (QQI)
- Postgraduate Diploma in Science in Computing (QQI)
- MSc in Computing (QQI)
- Postgraduate Diploma in Science in Applied Digital Media (QQI)
- MSc in Applied Digital Media (QQI)
- Postgraduate Diploma in Science in Big Data Management and Analytics (QQI)
- MSc in Big Data Management and Analytics (QQI)

ENGINEERING

- B.Eng. in Industrial Engineering (QQI)

CENTRE FOR PROMOTING ACADEMIC EXCELLENCE

- Certificate in Training and Education (QQI)
- Postgraduate Diploma in Arts in Training and Education (QQI)
- MA in Training and Education (QQI)

CEREMONY B1: THURSDAY, 7TH NOVEMBER 2019
TIME: 10:30AM – 12.00PM

BUSINESS

- Higher Certificate in Business (QQI)
- BA in Business (QQI)
- BA in Marketing (QQI)
- BA (Hons) in Accounting and Finance (QQI)
- BA (Hons) in Business Studies (QQI)
- BA (Hons) in Business Studies (Marketing) (QQI)
- BA (Hons) in Business Studies (Human Resource Management) (QQI)
- BA (Hons) in Business Studies - Globe College Munich (QQI)
- Diploma in International Hospitality Management (QQI)
- BA (Hons) in International Hospitality Management (QQI)

ISME

- Certificate in SME Marketing and Sales (QQI)

CEREMONY B2: THURSDAY, 7TH NOVEMBER 2019

TIME: 2:30PM – 4:00PM

JOURNALISM

- Certificate in Photography (QQI)
- BA in Photographic Media (QQI)
- BA in Journalism (QQI)
- BA (Hons) in Journalism and Visual Media (QQI)
- BA in Film and Television Production (QQI)
- Postgraduate Diploma in Journalism and Media Communications (QQI)
- MA in Journalism and Media Communications (QQI)
- MA in Journalism and Public Relations (QQI)
- Postgraduate Diploma in TV and Radio Journalism (QQI)
- MA in TV and Radio Journalism (QQI)

LAW

- Certificate in Legal Studies (QQI)
- Certificate in Mediation (QQI)
- Diploma in Legal Studies and Practice (QQI)
- LLB (Hons) in Law (QQI)
- Postgraduate Diploma In Arts In International Human Rights Law (QQI)
- Master of Laws in International Human Rights Law (LLM) (QQI)
- Master of Laws in International Commercial Law (LLM) (QQI)
- Master of Laws in International Law (LLM) (QQI)

MUSIC PRODUCTION & ANIMATION

- Certificate in Animation (QQI)
- Certificate in Music Production for Games (QQI)
- BA (Hons) in Music Production (QQI)

LEINSTER SCHOOL OF MUSIC AND DRAMA

- Associate Diploma (ALSMD) Performer's Diploma (LSMD)
- Licentiate Diploma (LLSMD) Diploma (LSMD)
- Proficiency in Piano Teaching (LSMD)
- Certificate in Musicianship (QQI)
- Higher Diploma in Arts in Music Education (QQI)
- Certificate in Drama Performance (QQI)
- Certificate in Drama Education (QQI)
- Higher Diploma in Arts in Drama Education (QQI)

CEREMONY B3: THURSDAY, 7TH NOVEMBER 2019

TIME: 7:00PM – 8:30PM

IIPMM

- Certificate in Warehousing & Supply (QQI)
- Certificate in Public Procurement (QQI)
- Certificate in Purchasing Fundamentals (QQI)
- Certificate in Public Procurement (QQI)
- B.Bus in Procurement & Supply Management (QQI)
- B.Bus (Hons) in Procurement & Supply Management (QQI)

INNOPHARMA

- BA in Pharmaceutical Business Operations (QQI)
- BA (Hons) in Pharmaceutical Business Operations (QQI)
- Postgraduate Diploma in Science in Medical Device Technology & Business (QQI)
- Postgraduate Diploma in Pharmaceutical Business & Technology (QQI)
- MSc in Pharmaceutical Business & Technology (QQI)

INSTITUTE OF COMMERCIAL MANAGEMENT

- Diploma in Business Management (ICM)
- Diploma in Human Resource Management (ICM)
- Diploma in Marketing Management (ICM)

VENUE:

Griffith Conference Centre, Griffith College, South Circular Road, Dublin 8

TIMING:

You are requested to **arrive on campus at least 60 minutes prior** to the commencement time of your ceremony. This is to allow sufficient time to facilitate robing, photography, seating of guests and preparation for the academic procession.

You must be in the academic line, which is located in **DS002** 30 minutes prior to the commencement of the ceremony. This is to ensure that you are in the correct order when called receive your parchment.

IMPORTANT: Whilst every effort will be made to accommodate a late arrival. Once the ceremony commences, we may not be in a position to include you in the ceremony and therefore, you will be conferred in absentia.

PARKING

Limited parking spaces are available in the grounds of the college. These are located in the zones indicated on the college map, included at the end of this guideline. Additional paid parking is available on the roads close to the College.

ACADEMIC ROBES

Academic robes are compulsory attire at graduation ceremonies. On arrival, you will be directed towards the robing area, which is located in the Ground floor of the A block - **A009/A010/A011** The robing company will then ensure that you are gowned in the appropriate academic robes.

All queries regarding robing should be sent to info@armstrongandoxford.com

PHOTOGRAPHY

Lafayette Photography are the official photographers for Griffith College and have been authorised to take graduation photographs on the day of graduation.

If you wish to have personal photographs taken by Lafayette, It is advisable to pre-book your photography at <https://www.lafayette.ie/>

All queries regarding Photography should be sent to info@lafayette.ie

TICKETED GUESTS

Whilst you prepare for your graduation, your invited guests should make their way into the Auditorium, which is located on the 2nd floor of the AF building.

For those guests who are bringing small children, a seated area will be reserved to facilitate the storage of prams and buggies. This area will have easy access to an exit.

GUEST WITH SPECIAL NEEDS

If you or any of your guests have special needs please inform the College graduation officer at graduation@griffith.ie . This should be done as early as possible and in advance of your ceremony. Please note that all guests must have a ticket to gain entry to the Auditorium.

ACADEMIC PROCESSION

Once you have been robed, **please make your way to the Design Studio. You should arrive no later than 30 minutes prior to the commencement of your ceremony.**

Please note that guests are not permitted to accompany graduands into this area.

Once you have been placed in line, please do not leave your position as it may result in receiving the wrong parchment. If you leave DS002 you will not be permitted to re-enter and will be conferred in absentia.

THE CEREMONY

In preparation for the President presenting you with your parchment, you will be asked to queue together with all Graduands in your row and join the conferring group.

The President of the College will present your parchment to you and a photograph will be taken. You will then continue to the end of the platform and return to your seat.

At the end of the ceremony you will be led from the Auditorium to a room where group photographs will be taken to commemorate the occasion. After this, you are free to join your guests in Urban Square, located in the basement of the AF building, for refreshments.

THE GRADUATION PARTY 2019

Griffith College Students Union have arranged a celebratory graduation party.

Venue: This year's graduation party will be held in **Copper Face Jacks**. You will be given two free tickets. Additional tickets can be purchased from the SU at a cost of €2 per ticket. For further details contact su.ents@griffith.ie

Date: 7th November 2019

FINAL CHECKLISTS

Having carefully read these guidelines, please use this checklist as a handy reference on the Conferring Day.

IN ADVANCE:

- Ensure that you have confirmed your attendance and robing with ArmstrongandOxford via <https://www.armstrongandoxford.com/Pages/Public/AandO/StudentHire.aspx>
- Pre-book your official photographs (www.lafayette.ie).
- Guests with young children must ensure that they are supervised at all times.
- Pre- book lunch / dinner, graduation party or accommodation for your guests.
- Note: If you have not already pre booked your robes and photographs you can pay for them on the day of your graduation, although we would encourage you to order your robes before the graduation if possible.

ON THE DAY:

- Dress Code: **formal attire**
- Please ensure that your guests have their invitation ticket (be sure to print the eticket. Please notify your guests of the seating restrictions i.e. buggies etc.
- Ensure that you leave enough time for the journey and arrive early (**at least 60 min before** the ceremony).

*** REMEMBER TO COMPLY WITH THE INSTRUCTIONS OF THE STAFF WHEN LINING-UP FOR THE ACADEMIC PROCESSION ***

Campus Map

