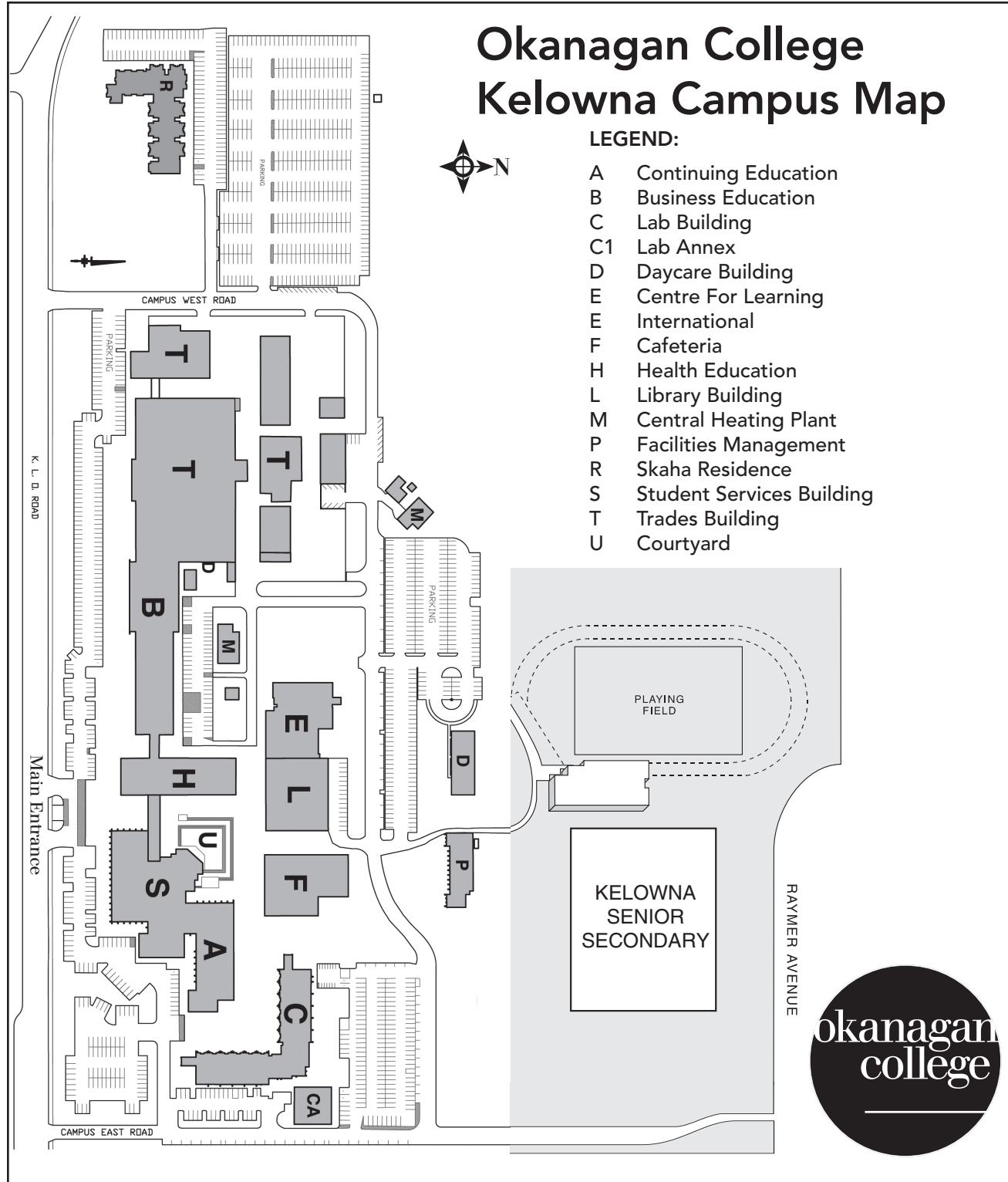


# Okanagan College Kelowna Campus Map



## LEGEND:

- A Continuing Education
- B Business Education
- C Lab Building
- C1 Lab Annex
- D Daycare Building
- E Centre For Learning
- E International
- F Cafeteria
- H Health Education
- L Library Building
- M Central Heating Plant
- P Facilities Management
- R Skaha Residence
- S Student Services Building
- T Trades Building
- U Courtyard



## INSTRUCTIONS FOR GRADUATES

CONVOCATION 2012



## WINTER CONVOCATION

Certificates in:  
Practical Nursing

Saturday, January 14, 2012  
12:30 p.m.  
Kelowna Campus  
1000 KLO Road, Kelowna

**This is not a notice of success in meeting graduation requirements.** These instructions are for students who have applied to graduate and plan to attend the Winter Convocation ceremonies.

#### **TIME AND PLACE:**

Saturday, January 14, 2012 - 12:30 p.m.  
The ceremony will be held in the atrium of the Centre for Learning (please see map on the back panel).

#### **GUESTS**

Each graduating student planning to attend the ceremony is entitled to invite guests. Please note that seating is limited.

#### **SPECIAL CONSIDERATIONS**

It is essential that you inform Public Affairs at 250-762-5445, ext. 4649 if you or a guest require special consideration at the ceremony (e.g., wheelchair access onto the stage to accept your diploma).

#### **CANNOT ATTEND?**

If you cannot attend Convocation, but have indicated that you will, please inform Public Affairs at 250-762-5445, ext. 4649 as soon as possible.

#### **REGALIA RENTAL for PHOTOGRAPHS**

Students who wish to have their graduation portraits taken before or after convocation can rent regalia (gown, hat and hood) from the Kelowna Campus bookstore for a nominal fee. Please call 250-762-5445, ext. 4586 for more information.



LN1712

# On the day of the ceremony

**THE TRADITIONAL DRESS** with the regalia is a shirt, tie and dark shoes for men and a knee length dress for women. This is a guideline only. No flowers, jewelry, or emblems of any kind should be attached to the gown.

#### **PERSONAL BELONGINGS:**

Please keep your personal belongings to a minimum. Leave items (e.g., purse) with a guest.

#### **REGALIA PICK-UP:**

On Saturday, January 14, after 8:30 a.m., regalia is available for pick-up in the Pit of the Student Services building.

#### **PARKING:**

All parking lots on campus, except those reserved, are available free to guests on convocation day.

**ASSEMBLY 9:30 a.m. in the Health building.** Bring your regalia with you if you have already picked it up. If not, plan to arrive by 9 a.m. to pick up your regalia in the Pit of the Student Services building. Check-in will be located next to the gown pick-up. When you check in, you will be given a name card and be required to line up alphabetically within your program (these line ups will be organized in the Health Building).

**PROCESSIONS AND SEATING** will be directed by the marshal.

#### **STAGE PROCEDURE:**

Graduands: As directed by the marshal, proceed and stand in front of the lectern on the stage. Hand your name card to the reader. When your name is announced, walk across the stage to the Okanagan College President who will hand you your credential and shake your hand. You will then proceed to shake hands with the Education Council Chair and the Chair of the Okanagan College Board of Governors. When you leave the stage, you will then proceed to the Alumni table, and then return to your seat as directed by the marshal.

**RECEPTION:** All graduates and guests are invited to attend a reception immediately following the ceremony. The reception will take place in the Pit of the Student Services Building – please see map on back panel.

**REGALIA RETURN:** All regalia must be returned in the Pit of the Student Services building before leaving the campus after the ceremony. Graduates will be charged \$125 for unreturned regalia.

**PROGRAMS:** Will be provided at the ceremony. Extra copies may be obtained from the Registrar's Office – Kelowna campus – after January 18, 2012.

#### **PHOTOGRAPHS:**

A professional photographer will be located in the Student Services Building for portraits on the day of convocation.

## WINTER Convocation 2012

### Early Regalia PICK-UP

If you would like to pick up your gown, hood, and hat before January 14, regalia will be available for pick-up on Friday, January 13, from 10 a.m. to 4 p.m. in the Centre for Learning, room E501.