

Graduation: receiving your degree, diploma or certificate.

Convocation: the assembly of people to celebrate your graduation ceremony.

Contact

Questions about Convocation ceremonies:

Convocation Office | SU065

403-329-2762 | convocation@uleth.ca

Questions about graduation applications, parchments or transcripts:

Registrar's Office | SU140

403-320-5700 | graduation@uleth.ca

University of
Lethbridge



GRADUATION

CHECKLIST

Congratulations!

You will soon be ready to graduate.

We would like to provide you with some important information you will need to know to take the final step in your university experience — celebrating your accomplishments at your convocation ceremony. Use this checklist to ensure you are prepared.

Graduation Checklist

- Add all important dates and deadlines to your calendar
- Visit your Faculty advisor to request a program check and confirm you are on track to complete your requirements
- Ensure all your accounts are paid before applying to graduate
- Apply for graduation on the Bridge (ulethbridge.ca/bridge) by the applicable deadline
- Confirm the time and date of your ceremony
- RSVP to reserve your regalia if you are attending your ceremony
- Invite your family and friends to attend your ceremony
- Invite guests who cannot attend to view the live webcast
- Confirm on the Bridge (ulethbridge.ca/bridge) that you are approved to graduate
- Attend your convocation ceremony

Apply to Graduate

You must apply to graduate during your final semester, while still enrolled in courses. There is no fee to apply, and an application is required even if you do not plan to attend your Convocation ceremony.

- Log in to the Bridge (ulethbridge.ca/bridge).
- Choose Student > Student Records > Apply to Graduate.
- Select your last graded term of attendance, then select your curriculum.
- Select your graduation date. If you graduate in the Spring, please note that your graduation date may not match the date of your Convocation ceremony.
- Confirm your full legal name and submit your application.

Important Dates and Deadlines

Term of completion	You must apply to graduate between these dates during your final year of study	Application deadline	Document Deadline & Deadline to withdraw application for graduation	Your invitation to Convocation will be sent in	Your RSVP Deadline will be	Convocation you will be invited to attend
Fall (September to December)	August 2 – November 1	November 1	Last working day of December	March	mid-May	Spring
Spring (January to April)	November 2 – March 1	March 1	April 30	March	mid-May	Spring
Summer (May to August)	March 2 – August 1	August 1	Last Monday of August	August	late September	Fall

Ceremony Dates and Times

Four spring ceremonies are scheduled for the Thursday and Friday following the week of the Victoria Day long weekend. Dates for upcoming spring ceremonies are:

- May 31 – June 1, 2018
- May 30 – 31, 2019

Ceremony One – Thursday, 9:30 a.m.

Ceremony Two – Thursday, 2:30 p.m.

Ceremony Three – Friday, 9:30 a.m.

Ceremony Four – Friday, 2:30 p.m.

There are four ceremonies each spring, and grads are assembled by program. Visit ulethbridge.ca/convocation to find out which ceremony you will attend.

Fall convocation is held on the Saturday after Thanksgiving in October. There is one ceremony in the fall. Upcoming dates and times for fall ceremonies are:

- October 14, 2017, 10 a.m.
- October 13, 2018, 10 a.m.

Outstanding Accounts

Students owing the University fees, fines or other charges will not be permitted to graduate and transcripts will be withheld. This includes outstanding tuition and related fees, housing charges and library fines. Please check ULink (ulink.ulethbridge.ca) to ensure your account is clear.

Approval of Graduation Status

Faculty and School councils ratify the final list of approved graduates. Your graduation status will be posted on the Bridge (ulethbridge.ca/bridge) after the lists have been processed by the Registrar's Office, usually about two weeks prior to Convocation.

Ceremony RSVP and Information

All students who apply to graduate will receive an invitation to Convocation, which will include RSVP information.

For Updates and Additional Details

Please visit ulethbridge.ca/convocation for more information.