

In order to ensure that your graduation is a happy and memorable event, we have created this simple checklist / worksheet that will help you plan your day.

My convocation is on May 24, 2024 at 10 am.

I need to be at Ontario Hall (lower level) by...

☐ 8:00 a.m.

	Done	To do...
Step 1:		
Arrive at the lower level of Ontario Hall <ul style="list-style-type: none"> • Guests may go directly to Grant Hall once doors are open (90 minutes prior to the scheduled start time) • <i>There are no physical tickets – guests will give the name of their graduating student to ushering staff on arrival</i> 		
Step 2:		
If you have pre-booked, or are interested in arranging, academic regalia? Pick up your hood and gown from the Gaspard/AMS rental room on the lower level of Ontario Hall.		
Step 3:		
Follow the directions on site in Ontario Hall in order to receive your Name Card. <i>Bring Photo ID.</i>		
Step 4:		
Ensure that valuables have been left with Security at Ontario Hall (location TBA). (NOTE: You may not be returning to your original seat after leaving the stage).		
Step 5:		
Go to the area you have been assigned to await the instructions of the Marshal.		
Step 6:		
Return your regalia & pick up your diploma on the lower level of Ontario Hall. (up to 1:30 pm) <i>Bring your Photo ID.</i>		

FINAL STEP: CONGRATULATIONS AND ENJOY YOUR BIG DAY!