

UPPER LEVEL



JUNE 1, 2018
PORTAGE COLLEGE
LAC LA BICHE



For more information please
contact Student Services at
780-623-5551 or toll free at
1-866-623-5551

CAPS & GOWNS

Caps and gowns are required for participation in the convocation ceremony.

Pick-up: Caps and gowns are available free of charge for pick-up from 9:00 a.m. - 1:00 p.m. on Friday, June 1, 2018 in Room 135.

Return: Gowns must be returned to Room 135 by 4:30 p.m. on Friday, June 1, 2018.

CHECK-IN

Morning Ceremony - see the schedule for your program.

Convocates must be in the hall by Room 135 no later than 9:15 a.m. on Friday, June 1, 2018 to register and line up for the processional.

As part of the check-in process, you will be required to pick up a name card.

You need to keep this card with you until you reach the stage. Hand the card to the convocation marshal at the podium, who will read your name as you take your turn to cross the stage during the convocation ceremony.

Line up for the ceremony will commence at 9:30 a.m.

Afternoon Ceremony - see the schedule for your program.

Convocates must be in the hall by Room 135 no later than 1:45 p.m. on Friday, June 1, 2018 to register and line up for the processional.

As part of the check-in process, you will be required to pick up a name card.

You need to keep this card with you until you reach the stage. Hand the card to the convocation marshal at the podium, who will read your name as you take your turn to cross the stage during the convocation ceremony.

Line up for the ceremony will commence at 2:00 p.m.

PROCESSIONAL

Once checked in, move to the correct area for the processional. Watch for signs. There will be convocation marshals to assist and answer questions.

Convocation marshals will lead each group of graduates and direct them to their seats. The procession is led by the President and the platform party, faculty and then graduates.

The President and platform party will be seated on the stage. Convocates and faculty will be seated in reserved seating. Everyone should remain standing and the music will continue until everyone is in place. The master of ceremonies will ask everyone to be seated when everyone is in place and the music stops.

SEATING

If you require special seating, please contact the Student Services Centre (780-623-5551) immediately and arrangements will be made.

PROGRAM

The order of events is listed in the program. Copies will be available for guests at the reception table.

CERTIFICATES/DIPLOMAS

At the ceremony, convocates will receive a ceremonial scroll. Your official certificate or diploma will be mailed out after successful program completion.

RECESSIONAL

All convocates will exit the gymnasium as directed by the convocation marshals. The convocates will lead the recessional, followed by the President, platform party, and then faculty. Watch the convocation marshals for direction. The recessional will be led out the main entrance where convocates can take part in a cap toss.

GUESTS

The ceremony processionalists begin at 10:00 a.m. and 2:30 p.m., guests **must** be seated by:

9:40 a.m. for the morning ceremony

2:10 p.m. for the afternoon ceremony

Guests arriving after 10:00 a.m. or 2:30 p.m. will be seated when the processional has finished and all convocates are seated. **Guest seating is on a first come, first serve basis.**

DRESS

As this is a special day to honour convoking students, it is suggested that daytime formal dress wear be worn by both convocates and guests attending the ceremony.

ASSISTANCE

Convocation hosts will be located by the main front doors and the gym foyer. Convocation hosts will be easily identifiable by a name tag indicating **'HOST'**. Please feel free to ask them for assistance; they'll be happy to help.

PHOTOGRAPHS

Professional photography services for a fee, will be available in the Racquetball Court for convocates to take individual and family photos. The fee must be paid up front.

Additionally, an area will be set up for convocates to take **personal photographs in room 216 for free.**

Guests are welcome to take photographs during the ceremonies. Please be considerate of others when taking pictures.

NOTE: *If guests would like to take a picture during the processional or recessional, it would be appreciated if the taking of pictures does not interrupt the movement of the processional or recessional.*

SMOKING

Portage College is a smoke-free environment and smoking is allowed in designated areas only. Please watch for signs or ask a Convocation Host where the areas are located.

PARKING

Parking is available at no cost in the lots at the front and back of the College. (See map on back of brochure)

ALUMNI

Visit the Alumni Booth and enjoy a cold lemonade while you sign up. Join on June 2nd and receive a 10% discount on professional photographs, taken in the Racquetball Court. Watch for prizes too!

DEFINITIONS

Convocation: A ceremony hosted by a post-secondary institution, like a college or a university, where the convocates receive recognition during a celebration of success. At the ceremony the College "confers" (grants, or bestows) the academic title that the convoking student has received for completing their course of study.

Processional: The ceremonial march into the gymnasium that acts as a beginning to the convocation ceremony.

Recessional: The march out of the gymnasium (generally exactly the same as the processional, only reverse order) which acts as a ceremonial conclusion to the convocation ceremony.

Platform Party: The distinguished guests, speakers, College President and Vice-Presidents are part of the platform party. Some of them may speak at different times throughout the ceremony, announce when the next group of graduates will be conferred upon, and keep the ceremony running smoothly.

Faculty: Another name for the Instructors and Program Coordinators.

Schedule - JUNE 1, 2018

PRACTICAL NURSE PINNING CEREMONY 9:00 AM

McGrane Theatre, upper level

MORNING CONVOCATION 10:00 AM

Gymnasium, lower level

Dean: Reuel Thomas, Donna Feledichuk, Beverly Lockett

Aboriginal Arts Certificate	Early Learning & Child Care Certificate/Diploma
Academic Foundations	Educational Assistant Certificate/Diploma
Apprenticeship Electrician - Period 4	Heavy Equipment Operator
Apprenticeship Steamfitter-Pipefitter - Period 3	Institutional Cook
Apprenticeship Welding - Period 3	Power Engineering, 3rd Class
Artisan Entrepreneurship Diploma	Power Engineering, 4th Class
Baking Certificate	Pre-Employment Heavy Equipment Technician
College Preparation	Pre-Employment Welding
Culinary Arts Diploma	SAGD
Diesel Engine Technology	

AWARDS CEREMONY 11:30 AM

Gymnasium, lower level

RECEPTION 11:30 AM - 2:30 PM

The Grill, lower level

Join us for lunch, provided at no cost.

TRADITIONAL HONOUR CEREMONY 1:00 PM - 2:00 PM

McGrane Theatre, upper level

AFTERNOON CONVOCATION 2:30 PM

Gymnasium, lower level

Deans: Carol Ulliac, Robin Tizzard

Accounting Technician	Hairstyling Certificate
Business Administration Certificate	Natural Resources Technology Diploma
Business Administration Diploma - Accounting	Office Administration Certificate
Business Administration Diploma - Management	Open Studies
Community Social Work Diploma	Practical Nurse Diploma
Emergency Medical Responder	Primary Care Paramedic
Emergency Medical Technology - Paramedic	University Studies