



Title: Graduation Ceremony Policy

Code: GU-PL01GC

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Effective Date: May 2023

Approval Authority: Board of Trustees

Document Owner: Vice President for Academic Affairs

Review: The policy is subject to a periodic review every 4 years or in a shorter cycle as per amendments of regulations and policies



1. Purpose

The purpose of this document is to set out the principles within which Gulf University conducts graduation ceremony for the eligible students.

2. Scope

The procedures apply to all academic programs at Gulf University.

3. Acronyms

GU	Gulf University
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4. Definitions

Academic Regalia: This is the formal attire worn by students and academics during the graduation ceremony.

Graduate: A person who has successfully completed a course of study or training, especially a person who has been awarded an undergraduate or first academic degree.

Graduation Ceremony: It is the act in which the university degrees and diplomas are conferred to graduates.

Student: Student are individuals who are formally registered in programs offered by Gulf University.

5. Policy Statements

5.1 All academic and students' codes of conduct stipulated at Gulf University apply to graduation ceremony day.

5.2 GU commits to honor and invites only the eligible graduates to participate in the graduation ceremony.

5.3 GU ensures that every student applying for graduation ceremony has successfully completed the degree requirements as per the relevant policies and procedures along with no dues in fees.

5.4 GU is committed to planning and execute the graduation ceremony meticulously with full dignity and professionalism.

- 5.5 GU ensures a unified and non-discrimination dress code. This should be stated in the graduation ceremony procedures.
- 5.6 GU ensures that the dress code is binding on every graduate attending the ceremony.
- 5.7 GU is committed to coordinating with the graduates eligible to participate in the ceremony for rehearsal, and instructions for commencement exercise.
- 5.8 GU preserves the right to stop or prevent a graduate who has not registered from participating in the ceremony, or any other reason relevant to violation of the university policies and procedures prior to the ceremony.

6. Responsibilities

Students are responsible for:

- following this document appropriately.

Admission and Registration Unit is responsible for:

- following this document appropriately.

Students Services Unit is responsible for:

- following this document appropriately.

Graduation Ceremony Committee is responsible for:

- following this document appropriately.

Heads of Departments are responsible for:

- ensuring that all faculty members and students are fully informed of this document.
- ensuring that this document is appropriately implemented.

Deans are responsible for:

- ensuring that all faculty members and students follow this document.
- ensuring that this document is appropriately implemented.

The Vice President for Academic Affairs is responsible for:

- appropriate implementation of this document.

University Policy Development and Review Committee is responsible for:

- systematic review of the effectiveness of this document.