There are certain events—high school or college graduation, your wedding, first day on the job—that are real milestones in your life. A graduation ceremony celebrates both a job well done and a very bright future. Whether it is off to college or a new job, things change upon graduation. It is a great time to celebrate a wonderful accomplishment and a promising future.

“You are educated. Your certification is in your degree. You may think of it as the ticket to the good life. Let me ask you to think of an alternative. Think of it as your ticket to change the world.”

-Tom Brokaw
Graduation Ceremony Date and Time

Congratulations, you will be graduating soon! Below you will find instructions on the processes involved in receiving your diploma. Read these instructions closely, as they give you important information, deadlines and explanations. We're here to make sure you can celebrate this important milestone in a safe and fun environment. The ceremony honors the hard work and achievements of our graduates, as well as acknowledges the invaluable support received from their family and friends. After all the hard work, you are ready for the big night. The American University in Cairo- Bachelor Commencement- ceremony will be held on Saturday, June 23, 2018, at 7 pm on the Joseph B. and Ruth J. Ward Field, AUC Sports Center, AUC New Cairo.

If you decide not to attend the ceremony, kindly send an email to the Degree Audit Unit at the Office of the Registrar (degreeaudit-ug@aucegypt.edu).

Rehearsal

Rehearsal will take place on Thursday, June 21, 2018, at 11 am on the ARTOC Sports Court, AUC New Cairo. You must attend in order to have your name called at the actual Commencement ceremony. If you do not attend the rehearsal, your name will be removed from the calling list and you will not be able to walk across the stage to receive your diploma. Your name and seat number will be sent to you through email via the portal before the rehearsal. Please arrive on time for each event so that we can finish in a timely manner.

Graduation Admission

The ceremony lasts approximately two hours. Entrance invitations are required; no reserved seating or parking is available for guests.

Please read your invitation to determine the gate you will enter from, as entrance will be allowed only from the gate marked on your invitation.
Arrival Times

You must plan to arrive dressed in your academic attire (cap and gown) and meet in Artoc Sports Court by 6 pm. Please be prompt and make sure to bring your student invitation with you. Campus gates and the doors to the field will open at 6 pm for all guests.

Online Streaming, Photography and Video

For online streaming throughout the ceremony, please click on the URL http://schools.aucegypt.edu/streaming.

You may also download the commencement ceremony video from the Office of the Registrar’s graduation website http://in.aucegypt.edu/student-life/office-registrar/graduation which will be available within two weeks after the commencement day.

To help ensure that the ceremony is conducted in a dignified manner, family members and all other attendees are asked to remain seated. Aisles must be kept clear. An official commencement photographer will take formal graduation portraits. Only University official photographers will be permitted in the stage area. To order yours, call Mohamed Fahmy at 012.2213.5409 or Mahmoud El Hendy at 010.0146.4206.

Cap and Gown Group Photo

The cap and gown group photo is scheduled for Friday, June 22, 2018, at 2 p.m. at the University Garden behind the AUC Library – AUC New Cairo. Do not miss the opportunity to be a part of this memorable day.

The photos taken during this event will be displayed on stage screens for invited families, friends and guests to enjoy as they arrive at the commencement venue, and may also be used as AUC promotional material (print and online).

Caps and Gowns

If you plan to attend, you must be attired in a cap and gown. Before you pick up your cap and gown, an online deposit of EGP 550 is required. Visit graduation.aucegypt.edu and fill in the required information. Please make sure to follow the instructions carefully. The tassel is a gift from the University, so you can keep it as a souvenir. Tassels are worn on your right. If you lose your tassel, you will have to purchase another one.

Fitting for the gowns will take place at room 1002, first floor, Conference and Visitor Center,
located in the Campus Center, on the following dates and times:

<table>
<thead>
<tr>
<th>Dates</th>
<th>Hours</th>
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<tr>
<td>May 20 - June 21</td>
<td>11 am – 2 pm</td>
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<tr>
<td>(Sundays - Thursdays only)</td>
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<tr>
<td>June 9 (Saturday)</td>
<td>11 am – 2 pm</td>
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If you return your cap and gown to room 1002, first floor, Conference and Visitor Center, located in the Campus Center during the period from June 25 to July 12, any time from 11 am to 2 pm, you will be refunded your deposit. If not, you will lose the deposit and it will be used to purchase a replacement.

The return deadline is Thursday, July 12, 2018, at 2 pm.

**Class Ring**

If you wish to buy a class ring, place your order at the Office of Advancement and Communications in the Administration Building (plaza level, room P008), Sunday through Thursday, from 9 am to 4 pm. Rings are available in different sizes for both men and women. Silver rings cost EGP 800; silver rings with the AUC logo in gold cost EGP 1,400. It takes five weeks for the ring to be delivered.

**Honorary Ribbons**

Students graduating with outstanding academic performance will be honored at Commencement.

Summa cum laude will wear golden ribbons; magna cum laude will wear silver ribbons; cum laude will wear burgundy ribbons. You will receive the ribbons on the day of the rehearsal and you can keep them as a reward for your outstanding academic performance.

For further inquiries regarding caps and gowns and honorary ribbons please contact Aly Abdel Latif at 012.7178.7876 or Hossam Salouma at 012.2809.9946.

**Invitations**

Invitations will be distributed during the rehearsal on **Thursday, June 21, 2018, at 11 am in the ARTOC Sports Court, AUC New Cairo**. Each student will receive five invitations in the field.

**Before the rehearsal**, make sure to:
- Clear any outstanding balance or library fines. Deadline for clearing outstanding balance and library fines is Thursday, June 14, 2018.

**On the day of the rehearsal**, you are requested to:
- Collect your original credentials.
- Present your national ID card or passport to receive your invitations.
PLEASE NOTE
If you clear your account after the deadline, you need to obtain a clearance card from the Office of Student Accounting or the Library and bring them with you to the rehearsal to receive your invitations.

No one is permitted to pick up anyone else’s invitations. Invitations will not be distributed on campus on the day of graduation.

You must arrange to get your invitations on Thursday, June 21, 2018.

For any extra invitations (beyond the five guest invitations each student is allotted), kindly contact the Student Union or email su@aucegypt.edu

Guests with Disabilities

If you have a guest attending Commencement who is disabled or requires special assistance, please email the Office of Medical Services at medicalserv@aucegypt.edu starting Sunday, May 20, 2018, to request assistance. The Office will inform you of the special arrangements for you and your guests. The deadline to receive such requests is Tuesday, June 19, 2018.

In case of medical emergency, please contact 20.2.2615.4000 or 012.8000.1039.

Graduation Speech

The commencement ceremony will include a four to five minute speech by a student from the graduating class with a minimum GPA of 3.0. A good speech is warm and within reach of the audience, with a message that strikes the audience as uplifting, timely or touching.

Students are asked to submit the text of their speech along with a copy of their resume by email to deanofstudents@aucegypt.edu with the subject line: Graduation Speech June 2018. The deadline for submission of the draft of your speech is Tuesday, May 29, 2018, midnight. An email will be sent from the dean of students announcing the criteria, deadlines and more details at the beginning of May.

Late submissions will not be considered. Only short-listed candidates will be contacted. Short-listed candidates will perform a dry run of their speech as part of the criteria for selection.

Some speech tips:
1. If you want your speech to be remembered, say something unexpected.
2. Build a connection with your main audience. Don’t speak over their heads.
3. Don’t just inform. Inspire.

Good luck with the selection process!
Important Dates

Sunday, May 20 to Thursday, June 21, 2018 (Sundays to Thursdays) and Saturday, June 9, 2018
Cap and gown fittings from 11 am to 2 pm. For Thursday, June 21, fittings are after the rehearsal.

Tuesday, May 29, 2018, midnight
Deadline for submission of graduation speech via email to deanofstudents@aucegypt.edu.

Thursday, June 14, 2018
Deadline for clearing any outstanding balances at the Administration Building, room P035. Deadline for clearing fines at the library. Library fines can be cleared at the circulation desk.

Friday, June 22, 2018
Cap and gown group photos.

Thursday, June 21, 2018
Rehearsal in the ARTOC Sports Court, AUC New Cairo at 11 am and Invitations distribution.

Saturday, June 23, 2018
Commencement ceremony at 7 pm.

After the Ceremony
From Monday, June 25 to Thursday, July 12, 2018
Return of cap and gown daily from 11 am to 2 pm in room 1002, first floor, Conference and Visitor Center, Campus Center.

Urgent Matters

Should an emergency arise that would delay or prevent a candidate from attending the graduation ceremony, please make sure to inform the registrar graduation team at least one hour before the ceremony begins, which is scheduled at 7 pm. You may reach them at 010.6669.4358

What should I do if I am denied this graduation but plan to graduate in the future?

Any candidates who are not approved for official graduation must reapply for a future graduation cycle and they must do so by the appropriate deadline. Students who apply for one graduation and who are denied for whatever reason will not automatically have their applications for graduation carried forward.

Leave bags, purses and other large items at home.

We do not have a secure place to store any items you bring with you, so please plan ahead.
Do not throw your cap or any other objects.

To avoid injuring those around you, please do not toss any objects in the air during the ceremony.

Help us pronounce your name correctly.

If your calling name has an unusual pronunciation, please make sure to let us know during the rehearsal.

Return to your seat and stay seated for the rest of the ceremony.

Be respectful of other graduates and the audience by staying in your seat before and after you receive your diploma and until those on the commencement platform exit during the recessional. Students who choose to leave the venue will not be permitted to return to their seats.