

**Certificate III, IV, Diploma and  
Advanced Diploma**

**GRADUATION 2017**

**08 DECEMBER 2017**

# **Congratulations!**

Congratulations on completing your VET course studies at Qii. This short information pack will provide you with details about your graduation ceremony including the location and ceremony timeframes. We look forward to meeting you and your guests on this important day.

## **Venue**

The Qii GRADUATION 2017 ceremony will be conducted at the Qii Brisbane campus. There will be a designated room set up on Level 3 of Qii for you to register.

## **Registration**

On arrival please proceed to Room # 302 on Level 3 of the Qii to register for the ceremony and to collect your name tag. Registrations open 30 minutes prior to the commencement of ceremony.

## **Ceremony seating**

You should be seated in classroom #302 no less than 15 minutes prior to the commencement of the ceremony. You must sit on the seat marked with your name.

Graduates will be called to the staging area in alphabetical order, so it is important that you do not swap seats.

## **Order of proceedings**

The graduation ceremony will be approximately 1.5 hours in duration. You will be issued with a program but a brief summary of proceedings is provided below.

- Welcome message by the Trainer Manager of Qii.
- Presentation of individual awards for student achievement.
- Keynote speech.
- Graduate speech.
- Close of ceremony.

At the end of the ceremony there will be opportunities for individual and group photographs. Light refreshments will be served to graduates and their guests.

### **Presentation of individual awards for student achievement**

A number of students have been identified for individual awards. You will have been contacted if you are receiving an individual award. To receive your individual award for student achievement, make your way to the staging area when your name is called. After receiving your award, pause briefly for a photograph before leaving the staging area and return to your seat.

### **Information for your guests**

Classroom #302, the graduation venue, has a strictly limited capacity. Graduates are able to bring two guests to the ceremony. Additional guests can only be accommodated if seating is available. The graduation ceremony will be filmed and streamed live to the Qii facebook page. Guests are invited to join graduates and academic staff for light refreshments after the ceremony.

### **Graduate survey**

You will receive this by email to complete accordingly.



**EDUCATION**

**FOR EVERYONE**



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