

UBC Okanagan Graduation Checklist

Congratulations on completing your journey at UBC's Okanagan campus! Use this checklist to help ensure you are ready to take your final step and make it through your graduation ceremonies.

You can print out this checklist, or save it and fill it in on your computer.

- ☐ **Step 1. Apply for Graduation**
Every candidate for a degree must make a formal application for graduation. Applications are completed in the [Student Service Centre \(SSC\) website](#).
- ☐ **Step 2. Find your Procession Number**
This is the order in which you will cross the stage. You can find your procession number by viewing your graduation application in the SSC (link above).
- ☐ **Step 3. Order your Graduation Gown**
Graduation gowns are rented through the bookstore for a discounted price if you order early. If you miss the deadline you can still rent your gown on the day of, but will be charged the regular rental price set by the rental company. Find more information on the [Graduation Gowns page](#).
- ☐ **Step 4. Follow UBC Okanagan Social Media**
Did you know UBC Okanagan is on [Facebook](#), [Instagram](#) and [TikTok](#)? Follow us today and see how Convocation unfolds on Campus!
- ☐ **Step 5. Guest Seating**
[Please complete an RSVP](#). Although we do not issue tickets and seating is first-come, first-served, our RSVP indicates who will need accessible seating and ensures that we remain within capacity for the Gymnasium. To ensure that everyone can bring a guest, please limit your number of guests to no more than four.
- ☐ **Step 6. Prepare your Family and Guests**
We have a webpage dedicated to [information for Family and Guests](#), be sure to share this with them, so they can be prepared and ready to celebrate with you on this special day
- ☐ **Step 7. Prepare for your Ceremony**
When the day of your ceremony arrives, please ensure you show up to campus 90 minutes early. This will give you time to pick up your gown rental (or rent your gown if you missed the deadline), put your gown on and pin your hood, (to prepare, you may find it helpful to watch our [How to Pin Your Regalia](#) video ahead of time), receive your parchment and procession number and finally to get lined up and ready to process into the gymnasium. For more information you can visit our [Ceremony Instructions](#) page
- ☐ **Step 8. Enjoy your Convocation Day!**
After all the stress of completing a degree and preparing for this day, make sure you take a deep breath, look around you and remember to enjoy this day. After all, this is a celebration of you and all that you have accomplished with the help of your family, friends and peers. Be sure to stop by the Alumni tent or visit the [UBC Alumni website](#) to find out more about joining the UBC Alumni.

Once again, congratulations on graduating from UBC's Okanagan Campus!

If you still have questions, please refer to our [Frequently Asked Questions](#) page. You can also contact the Ceremonies and Events team at okanagan.ceremonies@ubc.ca

Use this space to make note of important dates:

My Ceremony is on:

Gown Rental Deadline: