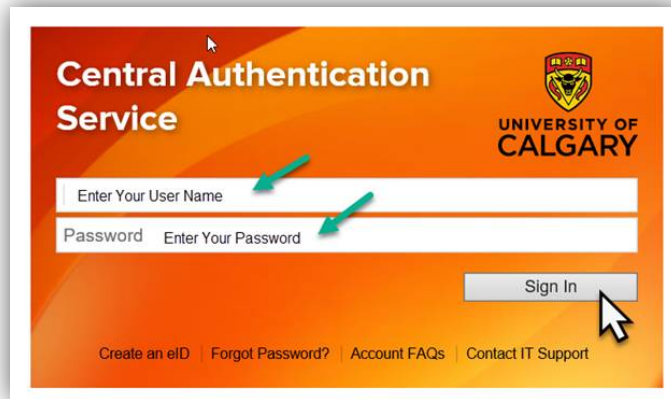


Once a student has applied to graduate they can view convocation status and submit an attendance notification through the Student Centre. The following are instructions on how to view Convocation Status and submit an Attendance Notification

1. Log in to MyUofC



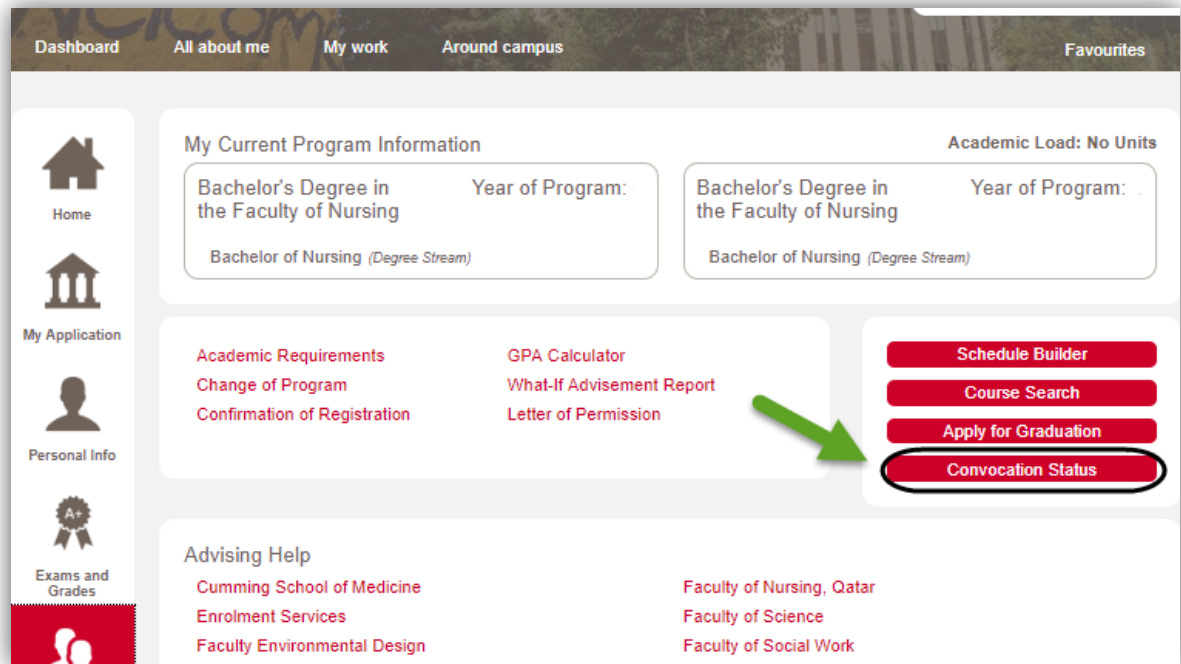
2. After logging into MyUofC portal go to **Program and Advising** page

Course (Units/Grading Basis)	Instructor	Location	Time	Day	Messages
ACSC 327 (3/GRD)		MS 527	09:00 AM - 09:50 AM	MWF	
Lecture		MS 527	09:00 AM - 09:50 AM	MWF	

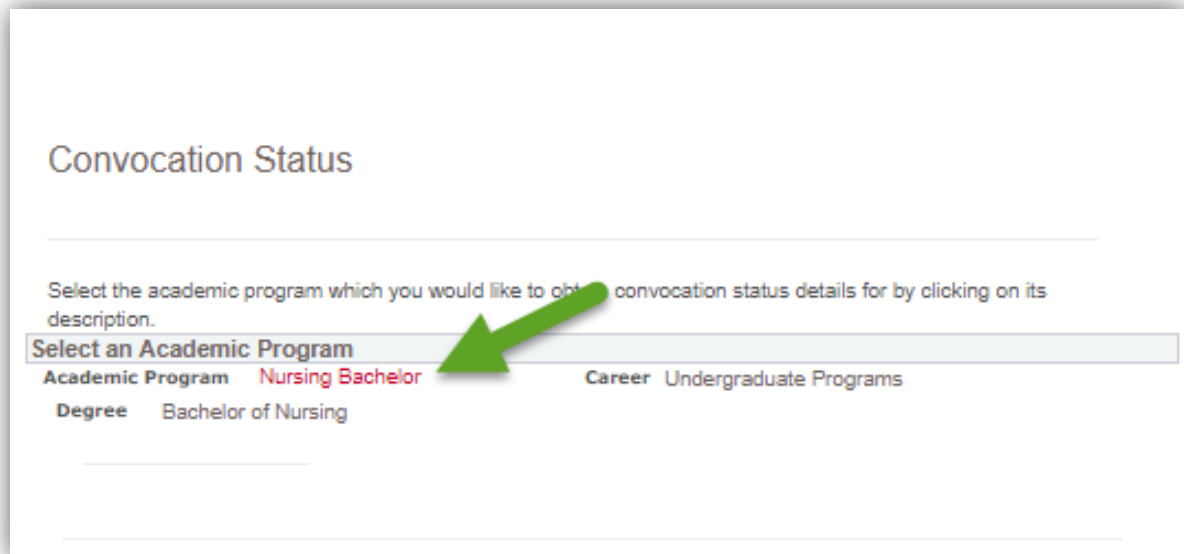
3. Select Convocation Status

Convocation

Convocation Status and Attendance Notification



4. Select the program for which you have applied to graduate



5. On the Convocation Status screen you can check your convocation status and indicate whether you will attend the ceremony, pick up your degree on the specified dates, or have your degree mailed to you

Convocation Status

Current Degree Status:

You do not have to be approved to graduate in order to submit the Attendance Notification

NOT YET REVIEWED - Your application has been forwarded to your Faculty for review. Given the high volume of applications please allow time for processing. Please note if you are currently completing your requirements for your degree, your file cannot be reviewed until your final grades are received. Your faculty will review your grad application approximately three weeks prior to your conferral date.


If you have any questions, please contact your faculty directly. Please check back on this page at a later date for updates to your Convocation Status. **GRADUATE STUDENTS:** if applicable specialization and thesis titles will be added at a later date.

If you need to cancel your degree request, please select the reason then press "Cancel":
 CANCEL

Please note - you have not been officially granted your degree until your conferral date.

If you choose to attend the convocation ceremony, you will be photographed twice by the official convocation photography vendor, Artona Group. The University will be providing your email address to Artona Group in order for them to send proofs of these photos to you after the ceremony. If you do not want your email address to be released, please contact the Convocation Office at convinfo@ucalgary.ca by the ceremony date.

Ceremony Date/Time:

Please indicate whether or not you will be attending the Convocation ceremony.
 ATTENDANCE NOTIFICATION 

If you have any questions or concerns, please contact the Convocation Office:
Phone: (403) 220-8501
E-mail: convinfo@ucalgary.ca

• Thank you for submitting your application for degree. You do not need to attend the convocation ceremony in order to be granted your degree.

• You must attend the ceremony no later than Friday, February 13, 2019.

6. In the Attendance Notification screen you can indicate whether you are planning on: attending the convocation ceremony, having your degree mailed to you, or picking up your degree on the specified dates as well as make the payment for gown rentals or degree mailing

Convocation

Convocation Status and Attendance Notification



Convocation Attendance

1. Specify Convocation Plans
Cancellations for degree must be received by [redacted]

Plans for Convocation [redacted] - Degree: BN (Faculty: NU)

Indicate how you would like to receive your degree

Will attend the ceremony (\$45.00 gown rental fee required)
WILL NOT ATTEND, mail degree inside Canada (\$15.00 mailing fee required)
WILL NOT ATTEND, mail degree inside United States (\$35.00 mailing fee required)
WILL NOT ATTEND, mail degree Overseas (\$50.00 mailing fee required)
WILL NOT ATTEND, degree PICKUP
By selecting this option, you agree to pick up your degree on the Monday or Tuesday following the convocation ceremonies between the hours of 10:00AM - 4:00PM. Pick up location is Enrolment Services (MB117).

If attending the ceremony, please select your gown size: [dropdown]
If you are having your degree mailed to you, please be sure your address is updated.
The address we have on file for you is: [redacted]

Confirm your address if you are having your degree mailed to you

Edit Addresses

Indicate Convocation Gown size (based on height)

Please note: If you have just updated your information above, please click the following button to refresh your screen:

Refresh

Fee amount as shown above (non-refundable after [redacted])

Payment Detail

Enter the information requested exactly as it appears on your credit card.

First Name [input]
Last Name [input]
Credit Card Type [select Credit Card Type]
Credit Card Number [input]
Expiration Date(MMY) [input]
CVD [input]

What is a CVD?


For information on submitting cheques, or any other concerns, please contact the Convocation Office:
Phone: (403) 220-8501
E-mail: convinfo@ucalgary.ca

For more information regarding convocation, see [Graduation and Convocation Information](#)

CANCEL NEXT

7. The next screen will confirm your selection, if your selection is correct, click submit and you will get a confirmation screen

Convocation Attendance

3. Confirmation 

Thank you for updating your attendance intentions to indicate that you will pickup your degree.

To view your complete degree status, click [REVIEW APPLICATION STATUS](#)

8. **Even if you do not plan on attending the convocation ceremony you must complete the Attendance Notification indicating how you would like to receive your degree. Degrees will not be mailed out automatically.**

If you have any questions about convocation contact: convinfo@ucalgary.ca

End of Procedure.

Related Guides: Convocation - Apply to Graduate