

# THE GRAND ALUMNI GALA OF UITM





2024 GRADUATION CEREMONY

---

## ORGANISATIONAL INFORMATION

Date and place of Graduation

1. Date: **November 23, 2024** (Saturday) | **10:30 AM**
2. Place: Lecture Hall KM8, Centre for International Education in Kielnarowa

-  Management first-cycle / Bachelor
-  Management second-cycle / Master
-  Information Technology first-cycle / Bachelor
-  Information Technology second-cycle / Master

### Who can participate in Graduation?

1. Graduation is open to Graduates who:
  - a. Have passed the diploma exam in the period 1.07.2024 – 23.11.2024,
  - b. Have registered for Graduation via the registration form [imprezy.wsiz.pl/graduation2024/](https://imprezy.wsiz.pl/graduation2024/) by **November 16, 2024**,
  - c. Have completed all paperwork at the Dean's Office (please direct any questions about paperwork to the Dean's Office of English Studies).
2. For organizational reasons, the organizers reserve the right to close the registration form on November **16, 2024**.
3. If the thesis defense date is set after November 16 this year, and the Graduate plans to participate in the Graduation, please register by November 23. Graduate status will be verified at the Dean's Office on November 22, 2024.

### Registration desk at the Centre for International Education in Kielnarowa

1. Please arrive at the Centre for International Education in Kielnarowa at least 45 minutes before the Graduation and confirm your presence at the registration desk.
  2. The registration desk will be located at the entrance to the Lecture Hall KM8 from the checkroom.
  3. Then please go to the checkroom to pick up your toga and biretta.
-



**UNIVERSITY of INFORMATION  
TECHNOLOGY and MANAGEMENT**  
in Rzeszow, POLAND

---

### **Taking seats in the Lecture Hall KM8 and receiving diplomas**

1. In the Lecture Hall KM8 participants of the ceremony will be asked to take their seats in the sectors for graduates of particular majors or the sector for family and friends of graduates (sectors will be described).
2. Those who will have a diploma with them will be asked to hand it over after taking a seat to the sector supervisor.
3. Graduates who will not have their diplomas with them on stage from the hands of the University Authorities will receive a congratulatory letter.
4. After taking your seat please sign in on the ALUMNI LIST, which will be given to you by the sector supervisor.
5. According to the order entered on the ALUMNI LIST you will be invited to receive your diploma/congratulatory letter on stage. Therefore, please do not change your seat after signing on the list.

### **Commemorative photo shoot**

1. The commemorative photo shoot will be implemented in the Lecture Hall KM8. Please stay in your seats after the official part of the ceremony.
2. Graduates of a particular field of study will be invited to participate in the photo shoot by the organizers. After taking a commemorative photograph, you are invited to a toast and refreshments.

### **Toast and Graduation treat**

1. Refreshments for Graduates will be prepared on the patio by the fountains.
2. Before the start of the treat, a toast will be given by the University Authorities (we kindly ask you to respect this moment by remaining silent).

### **Return of togas**

1. Please return your togas to the checkroom by 1:30 PM.
  2. Graduates receive a biretta as a memento.
-