

INTERCOLLEGE

**GRADUATION
HANDBOOK
CLASS 2020/2021**

Dear Graduates,

On behalf of the Administration and Faculty of Intercollege Nicosia, Limassol and Larnaca, we would like to congratulate you on the successful completion of your studies and invite you to the Graduation Ceremony. The Graduation Ceremony is an unforgettable experience, in which you can celebrate your achievements. Your presence at the ceremony will give us a great pleasure but also the opportunity to congratulate you in person for your success.

The 2021 Graduation Ceremony will take place on **Friday, June 25, 2021 at 20:00**, at the Open Amphitheater of the University of Nicosia.

In this Handbook, you will find important information concerning the smooth running of this event and we therefore kindly ask you to read it carefully. For further clarification or queries, please do not hesitate to contact us at 22842500.

Yours sincerely,

The Graduation Committee



BEFORE THE GRADUATION CEREMONY

A. GRADUATION FORM

Sign up your participation in the Graduation Ceremony electronically by filling in the “**Application for Graduation**” on the College’s website www.intercollege.ac.cy. For more information regarding your application you can contact Ms Georgia Koula, Academic Affairs Officer (Tel. 22842580 or email: koula.g@intercollege.ac.cy), **no later than June 13, 2021**. All Applications will be evaluated, and all students will be notified via email for the receipt and progress of their application.

B. PROFESSIONAL PHOTOS/VIDEOS

If you are interested in participating in the Photograph Shooting (portrait photos) before the opening of the Graduation, register and prepay the corresponding amount in the following link, **no later than June 24th, 2021**: <https://agisilaou-spyrou.com/graduation-inter/>

The video and all the photos of the Graduation Ceremony, will be available on the College’s website www.intercollege.ac.cy. For further information, you may contact the Student Affairs Office at 22842571/22842500.

C. GOWNS

Collect from and pay for your Graduation Gown in one of the following stores **no later than June 18, 2021**:

- **Nicosia and Larnaca:** EUROJET Store, 58G Makariou Avenue, 1075, Nicosia (Next to Ministry of Commerce/Old Alpha Bank), Tel.: 22375050 & 22374327
- **Limassol:** EUROJET Store, 46 Glastonos Street, 3041 Limassol, Tel.: 25353677

You can also order and pay for your gown through the EUROJET’s website www.gownhirecyprus.com. If you choose to order your gown online, please note that you will need to register through the EUROJET webpage, prior to the order. You can also order your gown through the store and have it delivered by Akis Express COD (Cash on Delivery).

In case you visit the store, please contact EUROJET for an appointment.

All graduates will have the opportunity to try on their gowns upon reception from the EUROJET store (Nicosia or Limassol).

"Nautical Science" and "Marine Engineering" programs graduates will attend the Graduation Ceremony in their official uniform; therefore, the gown is not necessary.

D. REHEARSAL

All graduates' attendance at the Graduation Rehearsal on **Thursday, June 24, 2021 is MANDATORY**. All graduates should gather outside the **Gallery Restaurant** at the University of Nicosia at **17:30 sharp**.

E. INVITATIONS FOR THE GRADUATION CEREMONY

Due to the COVID-19 pandemic, as well as the restrictions announced by the competent Ministries for limiting the pandemic, the guests of the graduates cannot exceed two (2) people per graduate.

Due to the measures against the COVID-19 pandemic, the graduates as well as their guests will have to follow all the measures and instructions that will be in effect at the given moment by the Republic of Cyprus.

The tickets reservation for your guests will be done by Sold Out Tickets company and is expected to start from June 14, 2021, after the completion of the submission of applications for the participation in the Graduation Ceremony. You will receive the tickets for your guests via e-mail and you will have to print them or save them on your personal devices. The tickets will be presented by your guests and will be scanned at the entrance of the Ceremony site. The reservation of seats for your guests will be done in order of priority, depending on the date of your application for the participation in the Graduation Ceremony.



ON THE DAY OF THE CEREMONY

ALL GRADUATES ARE KINDLY ASKED TO ARRIVE AT THE GRADUATION CEREMONY WEARING THEIR GRADUATION GOWNS AS INDICATED AT THE REHEARSAL. DUE TO COVID-19 PANDEMIC, COLLEGE STAFF WILL ONLY BE ABLE TO SUPERVISE THE STUDENTS FOR THE PROPER VESTURE AND NOT HELP THEM WITH THEIR GOWNS. STUDENTS SHOULD TAKE CARE OF THEIR OWN PROPER LOOK.

In order to maintain uniformity, graduates **are required to wear:**

- Black pair of trousers or skirt
- White top or shirt
- Black shoes

NO JEANS, SNEAKERS OR ATHLETIC SHOES ARE ALLOWED

PHOTOS

Studio/portrait photos (optional), will be taken between **16:00 and 18:45 in the Coffeology 101 Cafeteria (University of Nicosia)**, by a professional photographer.

Graduates are requested to come at the photo shooting wearing their Graduation Gowns. It is reminded that the staff of the College as well as the Photographers, due to the COVID-19 Pandemic, will only be able to supervise and indicate the proper vesture and **NOT** help the students with their gowns.

IMPORTANT NOTES

1. On the day of the Graduation Ceremony, all Graduates should assemble in the areas indicated during the Rehearsal at **19:00 prompt** [CineStudio (Central Building -1) and UNESCO (Next to the GALLERY Restaurant)].
2. Please make sure you inform your guests to arrive on time as the Ceremony begins at **20:00 sharp**.
3. Due to COVID 19 pandemic and the existing restrictions announced by the competent Ministries, all graduates' guests cannot exceed **two (2) people**.
4. All students should either have a negative laboratory test or a rapid antigen detection test for COVID-19 within 72 hours, or a vaccination certificate for COVID-19 proving that they have been vaccinated with at least one dose, provided that three weeks have elapsed after the date of the vaccination, or evidence of release in the case of persons infected with COVID-19, provided that no more than six months have elapsed from the date of sampling of their initial positive diagnosis.
5. All graduates should use the **protective mask** throughout the whole Rehearsal and the Graduation Ceremony.
6. Please inform your **guests** that they will have to use the protective mask throughout the whole Graduation Ceremony.
7. Due to the measures against the COVID-19 pandemic, the graduates as well as their guests will have to follow all the measures and instructions that will be in effect at the given moment by the Republic of Cyprus.
8. **Inform your guests that they are not allowed to approach the stage to take photos.** Professional photographers have undertaken the photo as well as the video shooting of the Ceremony.
9. The relevant material will be posted on the college's website (www.intercollege.ac.cy) to which you will have free access. For more information, contact the Student Affairs Office of the College (Ms. Fani Papamichael - Student Welfare Office. Tel. 22842571/22842500).
10. The conduct of the Graduation Ceremony, as well as the procedure to be followed, will depend on the epidemiological picture that will be incurred in our country as well as on the instructions of the Competent Ministries.



GRADUATION FEES

€60 Issuance of Diploma/Bachelor/Master Certificates

Payable at the Intercollege Finance Office, Office RT108, Research & Technology Building, 1st Floor or at the Finance Office of the University of Nicosia

The amount mentioned above refers to the issuance of your degree and it is not associated with your participation at the Graduation Ceremony.

Graduation Gown

€26 Rental of Graduation Gown

€50 Purchase of Graduation Gown

Payable at:

- **Nicosia:** EUROJET Store
- **Limassol:** EUROJET Store

ALL FEES MUST BE PAID PRIOR TO THE SPECIFIED DATES INDICATED IN THE HANDBOOK

PROCEDURE	DEADLINES
COMPLETION FOR THE GRADUATION APPLICATION	<p>Until June 13, 2021</p> <p>Electronically on the College website www.intercollege.ac.cy</p>
ORDERS FOR PORTRAIT PHOTOS (OPTIONAL)	<p>Until June 24, 2021</p> <p>You can order and prepay the portrait photos at the following link: https://agisilaou-spyrou.com/graduation-inter/</p>
COLLECT, TRY AND PAYMENT OF GOWNS	<p>Until June 18, 2021</p> <p>EUROJET store (Nicosia or Limassol) or online on the website: www.gownhirecyprus.com</p>
GRADUATION REHEARSAL (MANDATORY)	<p>June 24, 2021 at 17:30</p> <p>Meeting point: Outdoor area, outside the Gallery Restaurant (University of Nicosia) and then the CineStudio (Main Building-1) and UNESCO (next to the Gallery Restaurant)</p>
GRADUATION CEREMONY	<p>June 25, 2021, Opening of the Ceremony at 20:00</p> <p>Portrait Photos at the Coffeology Cafeteria 101, between 16:00 – 18:45</p> <p>ALL GRADUATES should assemble promptly at 19:00 at the venue indicated during the Rehearsal (CineStudio-Main Building -1) and UNESCO (next to the Gallery Restaurant)</p>