2020 Undergraduate and MBA Commencement

Important Dates and Information

Dear 2020 Graduating Undergraduates and MBA Graduates:

The following information is your guide to preparing for graduation. Please read it carefully and refer back to this information as needed. AUIS hopes that its Ninth Annual Commencement will be a joyous occasion! If you have any questions about participation requirements, please email the Registration Office at *registration.office@auis.edu.krd*. For questions about the ceremony itself, please email Director of Protocol, Raz Jaff, at *raz.jaff@auis.edu.krd*.

(1) Preparation:

Dates	To Do's and Events	Information
Sunday, Sep. 13 – Sep. 17	Collection of your regalia from the AUIS Bookstore in **B-G-32a** from **09:00 AM until 1:00 PM**. Note: You are strongly advised to have the gown pressed before the ceremony.	*$28 (IQD 35,000) as the selling price for the UG regalia.* *$40 (IQD 48,000) as the selling price for the MBA regalia.*
Thursday, Sep.24	Commencement rehearsal session from 10 am to 12 noon at AUIS campus (Fall 2019, Spring 2020, & Summer 2020 graduates).	*Graduating seniors participating in Commencement must participate in the rehearsal on campus.*

(2) Commencement Day:

No family, friends, personal photographers, or any other commencement visitors are permitted on campus at any time. All health-protection policies outlined below must be followed at all times.

Punctuality is crucial. We will not read the names of people who are not in attendance.

Dress:

In the interest of being as inclusive as possible, we encourage you to wear appropriate formal business attire. For men, a suit, the main components of which are a pair of trousers with a matching jacket. The suit is typically dark-colored (with or without a pattern), usually grey, dark blue, brown, or black. The suit is worn with a long-sleeved shirt and a necktie. For women, a suit consisting of a jacket with matching skirt or trousers, plus a blouse or shirt.

Schedule:

Saturday, Sep 26h	To-Do's and Events	Information
2:00 pm	Check in at the University campus by 3:00 p.m.; enter through the main gate.	*A student will guide you to the Bookstore to put on your academic regalia.*
4:30 pm	Processional	*As practiced during rehearsal on September 24.*
4:45 pm	Overhead camera shots from Building "A" for group photo.	*Once all graduates and faculty are standing following the procession, all should look up for the overhead photo shots. Medical masks may be briefly removed for the photo.*
4:50 pm	Commencement Ceremony	*The Order of Ceremony will be provided to graduates a few days before the event.*

Policies and Procedures for Essential On-Campus Activities:

The following points outline important considerations and procedures for activities on campus as our AUIS community continues to combat the COVID-19 global health crisis:

- Social distancing. All individuals should maintain at least **two (2) meters of distance** from each other at all times when on campus.
- Masks. While on campus property, students, faculty and staff should wear a medical mask at all times in the presence of others.
- Hygiene. Continue to observe the health guidelines distributed earlier. Wash your hands frequently with soap and hot water; use alcohol-based hand sanitizer when washing your hands is not practicable. Cover your mouth and nose if you must cough or sneeze.
- And again, social distancing. At present, the only effective way to significantly reduce the risk of COVID-19 transmission is to reduce the number and extent of our physical interactions with each other.