

Please provide the following details:

Title: _____ Forename: _____ Surname: _____

School/Department/Faculty: _____ E-mail address: _____ Ext.: _____

Room No: _____ Campus: _____ Please state if you are a member of *COUNCIL/SENATE*: _____

JORDANSTOWN/BELFAST COURSES (<i>Assembly Hall, Jordanstown</i>)		Please respond by writing YES or NO in the boxes below, as appropriate	
		LUNCH	PROCESSING*
WEDNESDAY 16 DECEMBER 2009			
TIME	FACULTY		
12.30 pm 1.00 pm	<i>Pre-lunch drinks (Loughview Suite) Lunch (Loughview Suite)</i>		
3.30 pm	3	Computing and Engineering Social Sciences	
THURSDAY 17 DECEMBER 2009			
11.00 am	4	Art, Design and the Built Environment Life and Health Sciences	
12.30 pm 1.00 pm	<i>Pre-lunch drinks (Loughview Suite) Lunch (Loughview Suite)</i>		
3.30 pm	5	Arts Ulster Business School	

STAFF GOWN HIRE

* With the exception of Council and non-academic members of Senate, those joining the procession are responsible for providing their own academic dress i.e. gown, hat and hood as appropriate.

Staff wishing to hire academic dress and who hold an award of the University of Ulster, the New University of Ulster or the Council for National Academic Awards should provide the details requested below:

TYPE OF AWARD: (Please circle as appropriate): UU NUU CNA

DEGREE: (e.g.: BSc, MSc, PhD) GOWN SIZE HAT SIZE

Gown sizes are: A (up to 5'3") B (5'4 to 5'7") C (5'8" to 5'11") D (6'0" and over)

LUNCHES

The Vice-Chancellor would like to invite all those who are processing to attend one or more lunches. Due to the increasing popularity of Graduation Lunches and the possibility of over subscription at certain venues, early confirmation of your attendance is strongly recommended, however, a place cannot be guaranteed.

If you intend to be present please return this form to: Ronnie Millar, Department of Governance Services, J315, The Tower, Coleraine Campus

NOT LATER THAN FRIDAY 13 NOVEMBER 2009