



From THE DEANERY OFFICE

For Office Use Only				
Status	Booked	Emailed	Alumni	Date

DARWIN COLLEGE, CAMBRIDGE GRADUATION BOOKING FORM

Please return by e-mail to the Deanery Office at: graduation@darwin.cam.ac.uk

1. SURNAME:	FORENAME:
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2. PERMANENT ADDRESS FOR COLLEGE RECORDS & ALUMNI OFFICE:

Please note, for those graduating in absence your degree certificate will be sent by POST to the address you give us below unless you indicate otherwise.

ADDRESS TYPE:

Parental

 Home

 First destination

FULL ADDRESS:

Postcode: I will arrange for courier collection

3. CONTACT DETAILS:

You must be contactable the week before the Graduation, when we will need to send you important timings and instructions. Please provide a permanent email address and phone number.

E-mail address:

Telephone / Mobile phone number:

4. CONGREGATION DATE ON WHICH YOU INTEND TO:

Proceed to your degree	
Celebration of your degree <small>(The 'celebration' of a degree is intended for those who graduated in absence during the pandemic when guests were unable to attend)</small>	

(Please tick appropriate box)

Date: Degree to be taken:

5. DO YOU INTEND TO TAKE THE DEGREE IN PERSON?

YES / NO

If 'YES' please continue and complete the remainder of the form.

If 'NO' your degree will be conferred in absentia and no further completion is necessary.

SECTIONS BELOW ONLY NEED TO BE COMPLETED IF TAKING A DEGREE IN PERSON

6. TRINITARIAN FORMULA & KNEELING:

The Degree is normally conferred using Latin words referring to the Christian doctrine of the Trinity although for those "celebrating" their degree a slightly different Latin wording will be used.

(see 'Additional Information' in the Guidelines (p5) for details). Please tick ONE box of the three below.

- Please tick here if you are happy to be admitted to your degree in the name of the Trinity.*
- Please tick here if you wish to be admitted to your degree 'in the name of God' (Latin 'in nomine Dei') in place of the Trinitarian formula above.*
- Please tick here if you wish all religious reference to be omitted.*

Graduands normally kneel for the actual conferral of the degree although this has been suspended at the current time.

*Please tick here if you have a reason for wishing **NOT TO KNEEL**:*

7. GUESTS FOR THE COLLEGE RECEPTION:

*Please provide title and full name of your guests, in capitals, and their relationship to you. Your first two guests are free, and a third is charged at £16.00. For a child please state their age. In order to arrange everything with the Catering Department for the event, **please do not forget to state any special dietary requirements for each guest and yourself.***

ATTENDEES

Graduand:

Dietary requirements

Guest 1:

Title & Full Name	Relationship
.....

Dietary requirements.....

Guest 2:

Title & Full Name	Relationship
.....

Dietary requirements.....

Guest 3:

Title & Full Name

Relationship

.....

Dietary requirements.....

8. PAYMENT METHOD:

*The College invites you and two guests free of charge. You may invite a third guest to the College Reception at your own expense (£16.00). **Please note the payment for an extra guest MUST BE SETTLED IN FULL two weeks before the Ceremony.***

Payment for the third guest can be made by bank transfer/internet banking

Account name: Darwin College – Bursar’s Account

Account number: 00298972

Sort code: 20 17 68

Barclays Bank Plc, 9-11 St Andrew’s Street, Cambridge CB2 3AX

IBAN: GB55 BARC 2017 6800 2989 72

Swift: BARCGB22

Booking reference: College account number/surname/graduation

(Darwin, like all other Colleges, will not present for a degree anyone who is in debt to the College)