



DARWIN COLLEGE, CAMBRIDGE

DEGREE CONGREGATIONS

Degrees are conferred and celebrated at Congregations (ceremonial meetings) of the Regent House, the Governing Body of the University, held in the Senate-House. Normally these are held monthly from October to July, although like many Colleges, **Darwin does not always present candidates in person.**

The College Praelector is responsible for presenting Darwin's candidates for conferral or celebration of their degrees. It is possible for your degree to be conferred 'in absence', without attending a Congregation, but graduands are encouraged to experience the ceremony and nearly all find the day enjoyable.

All graduands should check that their name (**Primary name**) is correct in CamSIS when completing the booking form. We can, time frames permitting, edit the name that appears on the certificate and degree list (Degree name), but this will not affect the name that will appear on your transcript. If you need to make a change to your Primary name this will need to be done by the Student Registry: studentregistrydesk@offices.admin.cam.ac.uk

As guests are now in attendance at degree congregations, if you choose to have your degree conferred 'in absence', there is no option to return for a 'celebration' later. For those who graduated 'in absence' during the pandemic they can still opt to have their degree 'celebrated' at a future date **providing there is space available**. Celebration is almost identical to graduation, with some small differences in the Latin used.

Students who delay graduation or plan to return to 'celebrate' following graduation 'in absence' will still be able to attend Congregations in the future, **provided the College has the capacity.**

Please do not make travel arrangements until your booking has been confirmed by the Deanery Office. Total numbers for each Ceremony are set by the University.

Going forward, all Degree Congregations will now be videoed and available both as a livestream and on a catch-up basis for a limited period. The livestream is provided on the understanding that it is a private recording, not to be publicly shared on social media or in any public forum.

APPLYING TO PROCEED TO YOUR DEGREE

Please see below for a list of future Congregations at which you can proceed or celebrate your degree along with further particulars. Any queries should in the first instance be addressed to the Deanery Office: deanery@darwin.cam.ac.uk

REQUIREMENTS TO PROCEED *IN PERSON*

- Bookings for graduation can only be made using the form available either from the Deanery Office or the College website:
https://www.darwin.cam.ac.uk/info-book#matriculation_keeping_term_amp_graduation
- Anyone experiencing difficulties with downloading this form should email the Deanery Office: deanery@darwin.cam.ac.uk
- Once received, places will be allocated, and bookings confirmed via email. **If you do not receive an acknowledgement within five working days, then please contact the Deanery Office.**
- Confirmation of approval for the degree must have been received by the College from the Student Registry at least three weeks prior to the event. However, you may book in 'subject to final approval' if you anticipate being able to submit both your hard-bound and electronic copy of your thesis.
- **All graduands must be clear of College debt.** In common with other colleges, Darwin declines to present for a degree those in debt to the College. Contact the Accounts Office, phone (01223) 335665 or email accounts@darwin.cam.ac.uk to ensure that you have settled all bills before planning to proceed to your degree.

We will do our best to accommodate those wishing to graduate 'in person' or have a degree celebrated at a particular Congregation, but there are limits to the number of candidates and guests that the College can host. To avoid disappointment, you are urged to book as early as possible.

Please note that we cannot accept responsibility for any arrangements you may make to take up employment requiring a degree certificate, or for your family or friends to visit Cambridge, without meeting the above conditions.

DEGREES *IN ABSENCE*

For those taking their degree 'in absence', the following two criteria still apply: the need to book with the College to have the degree conferred and to be clear of debt.

CERTIFICATES AND OFFICIAL TRANSCRIPTS

If you proceed 'in person', you will receive your degree certificate when leaving the Senate-House. If you graduate 'in absence' it will be posted to you later. The College will usually POST your degree certificate to you once it has been forwarded to us by the University, approximately 1-2 weeks after the ceremony. Should you wish to have it sent via courier you should organise this independently. Please indicate this on your booking form so we may contact you as soon as the documents are available.

ARRANGEMENTS FOR THOSE TAKING THEIR DEGREES OR HAVING A DEGREE CELEBRATED IN PERSON

Contact: It is important that you make sure your contact details on CamSIS are up to date so that we can send you the timetable for the day or contact you with any queries. It is also useful to add any alternative permanent contact details (first destination etc.). It is particularly important that those who have graduated 'in absence' during the pandemic and wish to have their degree 'celebrated', ensure that the College has your current contacts.

Timing: The overall timetable for each Congregation is decided by the University based on the number of candidates 'in person' from all the Colleges for that day and is notified to Colleges' one week before the ceremony. Some Congregations, such as the one in July, start very early in the morning and others in the mid-afternoon. Once we have the precise time from the University, we endeavour to let you have the timetable for the whole day's events by email as soon as possible, usually on the Monday beforehand.

College Reception: This is for those graduating or celebrating along with their guests. The graduate is free of charge with guests costing £20.00 each (maximum of three). You must indicate when booking if there are any special dietary requirements.) *Children aged 10 and under – no charge; ages 10 – 16 half the adult price.*

Please note the payment for all guests must be settled at least two weeks before the Ceremony.

Payment 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)

ACADEMICAL DRESS

Dress: You **must** wear the prescribed academical dress for the Congregation, which will be preceded by a full-dress rehearsal in College (see below for information on dress). Unless you are correctly dressed in every detail, you may not be admitted to the Senate-House. The rules given here should enable you to dress correctly for the ceremony. **Please enquire or email the Deanery Office if you are in any doubt.**

Correct dress consists of the correct personal dress (see below), together with the prescribed gown and hood for your status and the degree you are about to take or to have celebrated. The College **DOES NOT** provide academical dress.

Gowns and hoods can be hired or purchased from robemakers in Cambridge, such as the two firms whose websites are given below. If you follow the directions on the websites, they will ensure that you end up with the right items for the degree you are taking, but they will also give advice by phone or email. Please note that those choosing Dress Option 1 (see below) will require a white bow-tie and 'bands', both of which can be hired from these firms.

You are strongly advised to make a booking to hire the necessary items in good time once you know which Congregation you will be attending, or you risk finding that there is nothing left to hire, particularly in July or October. Items must be collected from the hire firms; they DO NOT deliver to the College.

Cambridge Robemakers:

Ryder & Amies, 22 King's Parade, Cambridge CB2 1SP.

Phone: 01223 350371

e-mail: sales@ryderamies.co.uk

website: <https://www.ryderamies.co.uk>

Ede & Ravenscroft, 71-72 Trumpington Street, Cambridge CB2 QRJ.

Phone: 01223 350048;

e-mail: cambridgeshop@edeandravenscroft.com

website: <https://www.edeandravenscroft.com>

REGULATIONS ON GOWNS AND HOODS FOR THOSE PROCEEDING TO DEGREE 'IN PERSON' OR HAVING A DEGREE CELEBRATED

- Under ***no circumstances*** may the dress of any other University be worn.
- A person who ***already holds*** a degree of the University of Cambridge (**so including anyone who has graduated 'in absence' during the pandemic and is now having their degree celebrated**) wears the gown and hood of the highest Degree he/she has ***already received*** from the University. Anyone who ***already holds*** the PhD (or any other Cambridge doctorate) must wear the **black** gown for that degree with the hood and ***not*** the special 'festal' gown (which for PhDs has red facings).
- For anyone who ***does not*** already hold a degree from the University of Cambridge, then if aged 24 or older, you should wear the MA status gown, or if under 24, the BA status gown, with the hood of the highest degree **you will be receiving** on this occasion. The MA and BA status gowns are identical to the MA and BA gowns, but without the two hanging ribbons, or 'strings'.
- A Fellow or Senior Member of a College being admitted to a degree by incorporation or to the MA degree under Statute B II 2 wears the gown and hood of the Cambridge degree to be received.

- You are not required to wear a square cap ('mortar board'), but may do so when outside the Senate-House if you wish; once inside the House it must be removed and placed under the left arm. Those graduating to the PhD or any other doctorate, or having it celebrated, may also use the square cap ('mortar board'). Please note that the round bonnet with gold cord and tassels is only for use with the 'festal' gowns for those who are already doctors (e.g. with the scarlet facing strips for PhDs) which **cannot** be worn at any Congregation in which Darwin presents candidates, although they may be used during private photography afterwards.

PERSONAL DRESS

The University states the requirements in a non-gendered way, as 'Dress Options One and Two'. You can choose whichever you prefer, but you must choose **one option** and follow it; you cannot 'pick and mix' to create a composite style. The College Praelector will need to know which you have chosen in case of any query, so please make a clear choice and be ready to state this if asked. **The overall effect for both should be formal, tidy and sober.**

Dress Option One

- A dinner jacket or black, very dark grey or very dark blue lounge suit. The suit must not be striped or have any obvious patterns which will contrast with a black gown.
- A plain, long-sleeved, collared, white shirt. Shirts with a pattern are not permitted. Cummerbunds are not permitted.
- Formal black shoes without obvious decoration such as metal buckles and of sober style. Sandals or boots are not permitted.
- Plain black or very dark grey socks.
- White bow-tie and bands must be worn.
-

Dress Option Two

- A black, dark grey or very dark blue skirt suit or trouser suit, or a black, dark grey or very dark blue skirt without a jacket, or a black or dark, long-sleeved dress. In addition, either a white or black cardigan may be worn. The dress, jacket, blouse or cardigan must have **long or three-quarter length** sleeves, i.e., they must be below the elbow. Short skirts are not considered 'sober' and will not be permitted – please be conservative in this regard. Skirts should be knee length. Short skirts are not considered sober and will not be permitted.
- A plain, long-sleeved, white shirt or blouse (unless a long-sleeved dress is worn).
- Formal black shoes without obvious decoration such as metal buckles, and of sober style. Sandals or boots are not permitted. Coloured or very high heels are not permitted.
- Non-patterned black, nearly-black, or natural coloured stockings or tights covering all visible parts of the legs and feet. Bare legs and feet are not permitted.
- A white bow-tie and bands may be worn (optional) but only with a properly collared white shirt (this means a shirt with a slightly rigid collar of the type which one might wear with a conventional tie).

For either option:

- Jewellery (with the exception of wedding rings, small sober ear-rings and wrist watches) and hair accessories should not be worn.
- Striking hair colouring and/or style is inappropriate for Degree Congregations and hair styles should be neat and tidy.
- Handbags should not be carried and should be given to guests; they can cause difficulties during the ceremony.
- Those who wish to cover their hair for religious reasons may do so. A plain, dark covering is preferred in accordance with the general requirements for dress.

ADDITIONAL INFORMATION

Smoking is not allowed in the Senate-House or the Yard around it and private photography or recording are not permitted inside the Senate-House. Graduation/celebration photographs are taken automatically at the Senate-House and can be bought after the ceremony has taken place (charges apply):

<https://www.cambridgestudents.cam.ac.uk/degree-ceremonies/photography>

In keeping with the non-religious constitution and traditions of Darwin, whenever the Master deputises for the Vice-Chancellor and confers or celebrates degrees at Congregations, the permitted religious references at the end of the Latin formulae **will not be used**. If, however, another senior person (such as the Head of another College) is deputising when Darwin presents its candidates, then they may choose to use the references to the Christian Holy Trinity or to God. **If you object to them being used**, then you should indicate this on the booking form so that they can be omitted.

Degrees will normally be conferred using words containing a Latin formula referring to the Christian doctrine of the Trinity, *in nomine Patris et Filii et Spiritus Sancti* (in the name of the Father and of the Son and of the Holy Spirit). Alternatively, you have the option of **either** being admitted to your degree *in nomine Dei* (in the name of God), **or** for all religious reference to be omitted. Degrees already conferred 'in absence' will be 'celebrated' using a slightly different Latin formula without any religious reference. It is customary to kneel during the actual conferral of the degree. This act is not intended to have any religious significance, but those with an objection on religious or other strong conscientious or health grounds may be dispensed from it.

**CONGREGATIONS OF THE REGENT HOUSE AT WHICH DEGREES MAY BE CONFERRED
OR CELEBRATED**

Long Vacation 2024

Saturday 20 July 2024 **** (Full; waiting list currently closed)**

**** Darwin will be the first College to present graduates on the 20 July 2024; (10am at the Senate House). This means that the registration/rehearsal process at the College will commence around 8.00am or earlier. Please take this into consideration when booking as attendance at both is obligatory.**

Michaelmas Term 2024

Saturday 26 October

Saturday 30 November

Lent Term 2025

31 January (in absence degrees only)

1 March (in absence degrees only)

29 March

Easter Term 2025

3 May

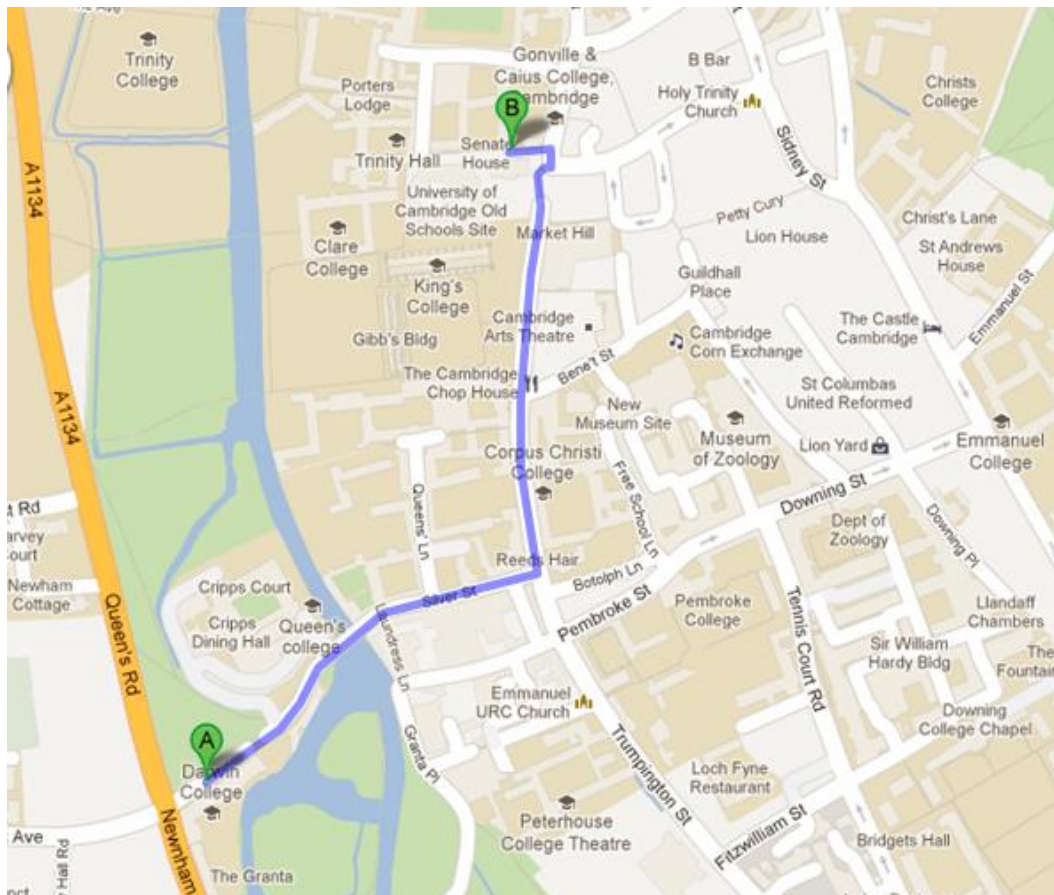
24 May

Long Vacation 2025

26 July

THE SENATE-HOUSE, KING'S PARADE, CAMBRIDGE CB2 1TS

Please ensure that your guests know the route. It will take approximately 10-15 minutes to get there from Darwin. Guests are welcome to take photographs of the procession leaving Darwin and we suggest that they wait on the pavement outside of Queen's College/opposite the Granary Gate exit and then follow behind.



DRESS TO WEAR AT GRADUATION OR CELEBRATION OF DEGREE FOR DARWIN STUDENTS

