PROTOCOL FOR ORGANISING GRADUATION CEREMONIES FOR BACHELOR'S DEGREES OF THE FACULTY OF ARTS

Approved by the Faculty Board on 13 March 2013
Modified by the Faculty Board on 30 March 2023
Modified by the Faculty Board on 25 October 2023

1. Before the ceremony

All graduation ceremonies will preferably be held in the months of May and June.

In January and February, the student representatives of each bachelor's degree must inform the respective bachelor's degree coordinators of the dates and the place they prefer for holding the graduation ceremony. It can only be held on a day that the Faculty regards as a teaching day (not on holidays or weekends).

Class graduation photograph

The students are responsible for deciding which company will do the class graduation photograph and the format it will have. They are also responsible for managing and paying for the whole process.

Place

By default, the graduation ceremony for the students of the Faculty of Arts will be held in the Aula Magna (Main Lecture Theatre) on Catalunya Campus.

Stoles

The graduation stole for students of the Faculty of Arts is provided by the Dean's Support Office (hereinafter OSD). It is blue for students on humanities and anthropology courses, and grey for communication students. If these colours are not available, the URV's institutional colour, burgundy, can be used.

Roll up

The Faculty of Arts will provide students with the roll up "We are arts students" for the graduation ceremony.

2. Programme for the graduation ceremony

Proposal for the proceedings of the graduation ceremony:

1. Speech by the dean or maximum academic authority

2, Speech by the sponsor

3. Speech by the student representatives

4. *Gaudeamus Igitur*

3. After the ceremony

Photographs of the ceremony: students must provide the Faculty with a group photograph so that it can be posted on the website.

4. Funding

Funding of €150 will be awarded for the graduation ceremonies of all bachelor's degrees taught at the Faculty of Arts.

To apply for the funding, fill in an application form (*sol·licitud genèrica*) and deliver it to the OSD. The application must be signed by the student representative and the coordinator of the bachelor's degree.

Funding procedure: The payment of the funding will be processed by the OSD once the student representatives have sent the necessary information. A receipt with the supplier's tax number can be submitted or an invoice in the name of the URV (never in the name of an individual).