



**CONFERRAL OF DEGREES:
INFORMATION FOR THOSE WHO HAVE ALREADY COMPLETED THEIR STUDIES**

Worcester will be taking part in ceremonies on the following dates:

2024	Saturday 11 May	2025	Saturday 25 January (absence only)
	Saturday 18 May		Friday 16 May
	Saturday 13 July		Saturday 31 May **
	Tuesday 23 July		
	Friday 26 July		<i>Subsequent dates not yet available</i>
	Saturday 27 July		
	Saturday 28 September *		
	Saturday 9 November		

Ceremonies are at 10.30 am unless otherwise indicated (* 1.30 pm, ** 4.15 pm)

Taking your degree in absence:

Degrees can be conferred in absence on any date (but please be aware that bookings close **1 month before a ceremony**) as there is no limit on the numbers. In addition to the dates listed above, degrees can also be conferred in absence on a number of other dates. Please complete and return the attached application form so that you can be booked in for the earliest available date.

Once you have completed and returned an application form to take your degree in absence, you need do nothing more unless advised by the College (anyone having the MA degree conferred will need to pay a £110 fee – information on how to pay this will be sent to you). Following the ceremony, your degree certificate will be posted to you. *Please note that once a degree has been conferred in absence, it cannot be conferred again in person at a later date.*

Taking your degree in person:

Those wishing to have their degree conferred in person normally need to go on a **waiting list** for one of the dates above in the first instance (priority goes to current students). Please complete and return the attached application form so that you can be put on the relevant waiting list.

If a place is confirmed, approximately 8 weeks prior to the relevant degree day you will be sent further information about the day. The Dean of Degrees or his deputy meets with the graduands before the ceremony for a briefing. The University limits the number of guests for the actual ceremony to two per graduand, and admission is by ticket only (no charge).

With the information you will be sent a form to complete and return, advising us of whether you wish the College to arrange your gown hire, whether you wish to attend the reception in College after the ceremony, any special dietary requirements, and how many

guest tickets you require. For those taking the MA, the £110 fee will then be due (information on how to pay this will be sent to you).

'Subfusc' clothing must be worn with cap and gown, as for University examinations (i.e. a dark suit with dark socks, or a dark skirt with black tights or stockings, or trousers with dark socks and an optional dark coat; black shoes; plain white collared shirt; a black tie or white bow tie). Those serving in HM Forces are permitted to wear uniform underneath the gown; the uniform cap is worn in the street and carried when indoors. Gowns are worn according to status. You will need a gown and hood for the degree that you will be having conferred.

The Proctors have asked us to make it clear that the University Marshal or his staff may exclude any candidate who is inappropriately dressed from the ceremony.

Please be aware that the deadline for withdrawing from a ceremony is 60 days before. If you cancel after this deadline, your degree will be conferred in absence and you won't be able to attend a future ceremony in person, unless you can prove extenuating circumstances:

(see <https://www.ox.ac.uk/students/graduation/ceremonies?wssl=1>)

Photographs

A professional photographer is on hand to take photographs at Worcester on each degree day. No booking is required.

Data Protection

Graduands, guests, and staff attending should be aware that graduation ceremonies are regarded as public events. Names, colleges and degrees of graduands are published in the graduation programme, including those who are taking their degree in absentia. Audio and visual images of the ceremony are publicly available via the sale of digital downloads of the ceremony and via a live streaming of the ceremony.

If you are a graduate student and have submitted a thesis as part of your examination (e.g. DPhil, MLitt or MSc by research), you are required to submit a digital copy of your thesis to the [Oxford Research Archive](#) before your degree can be conferred. This must be done at least 5 working days prior to the degree ceremony. Anyone who does not submit in time for their ceremony, and is therefore taken off the ceremony, can then only go through a future ceremony in absence.

Information on the MA degree

The MA confers membership of Convocation, the University body that elects the Chancellor and the Professor of Poetry. The following is an extract from the Examination Regulations about the degree:

REGULATIONS FOR THE DEGREE OF MASTER OF ARTS

Ch. VI, Sect. III

1. *A Bachelor of Arts (other than one covered by the provisions of clause 2 below) or a Bachelor of Fine Art may, with the approval of his or her society, supplicate for the Degree of Master of Arts in or after the twenty-first term from his or her matriculation.*
2. *A Bachelor of Arts or a Bachelor of Fine Art whose qualification for admission to a Final Honour School was the successful completion of a Foundation Course at the Department for Continuing Education may, with the approval of his or her society, supplicate for the Degree of Master of Arts in or after the eighteenth term from his or her matriculation.*
3. *A Bachelor of Arts or a Bachelor of Fine Art who has been admitted to the Degree of Doctor of Philosophy may supplicate for admission to the Degree of Master of Arts, provided that he or she has satisfied all the necessary conditions, at any time after his or her admission to the Degree of Doctor of Philosophy.*
4. *If a Bachelor of Civil Law or a Bachelor of Medicine shall first have been admitted to the Degree of Bachelor of Arts, he or she may supplicate for the Degree of Master of Arts with the approval of his or her society in or after the nineteenth term from his or her matriculation, and may retain the Degree of Bachelor of Civil Law or of Medicine, as the case may be.*

No reminder will be sent to you; it is up to you to contact us at the appropriate time. For those with Senior Status, for "twenty-first term" read "eighteenth term".

March 2024