



# Trinity College Graduation Information (M.A. & Higher)

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## Congregations of the Regent House

Any member of Trinity College who has fulfilled the appropriate examinations and residence requirements may proceed at Congregation. The Congregation of the Regent House is one of the oldest traditions in the University and its origins go back nearly 800 years.

Although Congregations are held throughout the year, the Congregation held in late June is set aside for "General Admission", when most undergraduates proceed to their first degree at the end of their final term.

Those unable to take their degree in person can proceed *in absentia* (in absence) when their name will be read out and the certificate sent on after the ceremony. Otherwise, a different Congregation can be attended. A degree is not officially awarded until it has been conferred either in person or in absence at a Congregation of the Regent House. Degree certificates will only be issued after the degree has been conferred.

The College Praelector, Mr Nicholas Denyer, is responsible for presenting students at Congregations when they receive their degrees. The conferment of each degree is still an act of the whole University, approved by the "Grace of the Regent House", that is by a resolution of the governing body. Graduands are presented one by one to the Vice-Chancellor of the University, or a deputy, in the presence of the Proctors who are the elected representatives of the Regent House.

The University provides more information on [Cambridge Degree Ceremonies](http://www.admin.cam.ac.uk/univ/degrees). [<http://www.admin.cam.ac.uk/univ/degrees>]

**Trinity will not put forward anyone for graduation who has not settled their College and University bills.**

## Congregation Dates

Students or Alumni who are eligible to receive degrees may do so on the following dates.

Date of ceremony	Time of Ceremony	Closing Date for applications
<b>Michaelmas Term 2014</b>		
<b>25 October 2014</b>	11am	26 September 2014
<b>29 November 2014</b>	2pm	31 October 2014
<b>Lent Term 2015</b>		
<b>24 January 2015</b>	2pm	26 December 2014
<b>21 February 2015</b>	2pm	23 January 2015
<b>21 March 2015</b>	In absence conferral only	10 March 2015
<b>Easter Term 2015</b>		
<b>25 April 2015</b>	11 am	27 March 2015
<b>16 May 2015 (main MA Congregation)</b>	10 am	17 April 2015
<b>Long Vacation 2015</b>		
<b>18 July 2015</b>	10 am	19 June 2015

## Timetable and Arrangements

If you are going to be in Cambridge on the evening before degree day, the College would be delighted if you would dine on the High Table as the guest of the Praelector, and take wine in the Combination Room. A detailed invitation will be sent along with the other information concerning the arrangements about the degree ceremony.

All graduands must meet with the Praelector in the College, for final instructions, before processing to the Senate House together, whether or not they choose to attend the lunch which is usually held at about 12.15pm. The timetable on the Congregation day varies, depending on the time of year. Lunch will be provided either before or after the Ceremony and will be free of charge for you and your guests who have Senate House tickets.

If you require a room overnight please contact the Accommodation Office directly on 01223 338414. Please note, there are a limited number of rooms available to hire and availability is not guaranteed.

## Graduating for MA and Higher Degrees

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Any student who graduated with a BA is entitled to take the Master of Arts Degree, six years and one term after they matriculated, provided that at least two years have passed since their BA Degree was awarded. The MA can be taken in person or in absence on one of the Congregation dates listed. Anyone taking a higher degree should check with the [Praelector's Assistant](mailto:degrees@trin.cam.ac.uk) (degrees@trin.cam.ac.uk) for the precise arrangements that apply to their specific circumstances.

If you are a Graduate student you will know that you cannot take your degree until the Board of Graduate Studies Committee has officially approved you, even if you have been told informally that you have passed. You are advised to discuss with the Course Director, or Graduate Administrator at your Department, which Ceremony date would be most suitable for you. You can ask to be added provisionally to a Congregation before the Board of Graduate Studies approval is granted. Arrangements can be made by contacting the [Praelector's Assistant](mailto:degrees@trin.cam.ac.uk) (degrees@trin.cam.ac.uk) five weeks before the Congregation or book via CamSIS Self-Service pages.

- [CamSIS Self-Service](http://www.camsis.cam.ac.uk/cam-only/log_in_students/) [ [http://www.camsis.cam.ac.uk/cam-only/log\\_in\\_students/](http://www.camsis.cam.ac.uk/cam-only/log_in_students/) ]

The Board of Graduate Studies Committee meets monthly during the academic year. If the date of the Committee Meeting is very close to your chosen Degree Ceremony, it may be necessary for you to apply to graduate before you have received formal approval for the degree. Candidates can be withdrawn from the graduation list at any time, but cannot be added after the University deadline.

**Master of Mathematics (M.Math):** A student who has obtained Honours in Part III of the Mathematical Tripos shall be entitled to proceed to the M.Math Degree.

**Master of Advanced Study (M.A.St.):** A student who, without being a candidate for Honours, has passed the examination for Part III of the Mathematical Tripos shall be entitled to proceed to the M.A.St. degree.

## How to Register for a Congregation

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If you think that you are eligible for an M.A. but have not been contacted, or if you took your B.A. many years ago and decide now that you need the M.A., please contact the Praelector's Office on 01223 338404 or [degrees@trin.cam.ac.uk](mailto:degrees@trin.cam.ac.uk)

Graduation for Ph.D., M.Phil., MBA, M.B., M.Math and MAST is not automatic and you must formally apply for the ceremony of your choice once your degree has been approved.

Applications for higher degrees from current students can be made on CamSIS self-service pages, and from Alumni can be made via the [CAMSIS ESS](http://www.admin.cam.ac.uk/offices/students/ess/index.html) (Extended Self Service) pages. [<http://www.admin.cam.ac.uk/offices/students/ess/index.html>]

Also, please use the following form and return it to the Praelector's Assistant (at least 5 weeks in advance).

- [Request to Proceed to a Degree Form \(pdf\)](#) [*If viewing online, press Ctrl & click on link to open in a new window.*]

If you wish to receive your degree in absence, a signed "Request to Proceed to a Degree Form" confirming the address to which the degree certificate should be sent **\*must\*** be completed and sent to the Praelector's Assistant.

Once an application has been made, further details will be sent/mailed to you nearer to your chosen ceremony date. If you apply for the degree in absence, the degree certificate will be sent to you shortly after the ceremony date.

## Guests

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We are normally able to issue each person graduating with 3 tickets for the Senate House, for family and friends. Those graduating do not need a ticket. Children may attend, but please be aware that it is a very formal ceremony.

Any guests who have tickets for the Senate House may attend the lunch in College free of charge.

There is no dress code for guests (apart from Cambridge Graduates who should wear the Appropriate Gown) although smart/formal dress is preferred.

## Car Parking

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Please note that there is no parking near to the Senate House and limited parking at Trinity College on the day. The [Park and Ride](http://www.cambridgeshire.gov.uk/transport/around/park-ride) is recommended [<http://www.cambridgeshire.gov.uk/transport/around/park-ride>].

## Dress Code

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### Academical Dress

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Persons taking their first Cambridge degrees wear appropriate gowns (in the case of undergraduates their undergraduate gown, which for Trinity is navy blue), with the hood of the degree to be taken. The hoods clearly indicate the degrees sought by graduands, and those seen at General Admission include (in order of precedence):

- ❖ Master of Law: black and light cherry silk
- ❖ Master of Mathematics: black cloth lined with slate blue silk
- ❖ Master of Engineering: black cloth lined with bronze silk
- ❖ Master of Natural Science: black silk with pink and light blue silk
- ❖ Bachelor of Veterinary Medicine: mid cherry silk and more fur
- ❖ Bachelor of Music: dark cherry satin and white fur
- ❖ Bachelor of Arts: black cloth and white fur
- ❖ Bachelor of Education: black cloth, blue silk and white fur
- ❖ Bachelor of Theology for the Ministry: black cloth, black silk and white fur

The 'fur' used is synthetic material.

Any person who does not hold a degree from Cambridge University when being admitted to a degree (e.g. an undergraduate) wears as appropriate, his or her undergraduate, B.A. status or M.A. status gown, with the hood of the degree, or the higher of the degrees, which he or she is to receive.

A person who already holds a degree or degrees of Cambridge University wears the gown and hood of the highest degree he or she has already received from the University.

The following local tailors may be able to hire academic dress to graduands:

A.E. Clothier | 01223 354339 | <http://www.aeclothier.co.uk/>

Ede & Ravenscroft | 01223 861854 | <http://www.edeandravenscroft.co.uk/>

Ryder & Amies, 22 King's Parade | 01223 350371 | <http://www.ryderamies.co.uk/>

As graduation is a formal occasion, an appropriate standard of dress is expected. The dress code below is strictly enforced at ceremonies, and if you do not observe it, you may not be permitted to graduate. The overall aim is for a tidy and formal appearance.

### Dress Option One:

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- A very dark suit (black is best) or dinner jacket and trousers
- Plain white shirt with collar (not buttoned-down) or white dress shirt
- White bow-tie
- White academic bands (graduand to order from academic outfitters)
- Unpatterned black socks
- Formal black shoes
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### Dress Option Two:

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- A plain white shirt with sleeves at a minimum of mid-forearm (a man's plain white shirt is acceptable)
- A white bow-tie and bands may be worn (optional) but only with a properly collared white shirt
- A formal black skirt of decent length (no more than 4 inches above the knee) or black trousers (full length and formal in style)

OR

- A plain black dress of decent length (no more than 4 inches above the knee) & with sleeves or with a black or white shirt or cardigan plain black formal shoes (these can be sling-backs, but the toes must be covered, so no sandals). Your heels should be low enough for you to walk across lawns, cobbles and the slippery marble of the Senate House floor, and to kneel and stand up again unaided.
- Black boots should not be worn with a skirt, but are acceptable when worn with trousers unpatterned neutral or black tights no bare arms or bare legs whatever the weather (however hot)

**All Graduands:**

- No head-dress is permitted, except for religious reasons
- Hair should be of conventional style, neat and tidy.
- Long hair should be clipped or tied back from the face
- Jewellery should be minimal and discreet
- No decorative belts
- No bags of any variety

A black cassock may be worn instead of a suit, but a male graduand wearing a cassock must also wear a white collar (not clerical collar), bow tie and bands.

National dress and uniform regulations are very strict, and an academic gown will usually be worn as well. If you wish to wear national dress or a uniform it is essential that you contact the Father of the College at least 3 weeks before the congregation, as he will need to seek the Proctors' permission.

**Guests:**

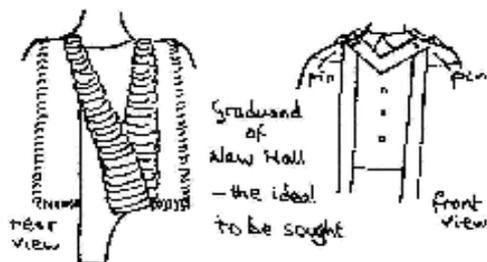
There is no dress code for guests although formal dress is preferred. Cambridge graduates should wear the gown and hood of the highest Cambridge degree they have received.

**How to Wear your gown**

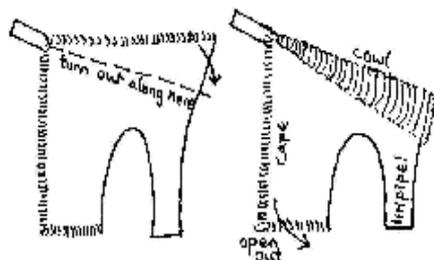
*Making these sit properly is a perennial problem ... but with these handy instructions you can try doing your own or your friends'...*

Gowns present no real problem -- and the exact pattern does not matter, although New Hall by tradition wears a gown with a small triangular nick at the top of the sleeve opening. They do tend to dip backwards however, and you need to pull yours forward (by the facings at the front) so that the neck is not half way down your back before you pin anything else to it.

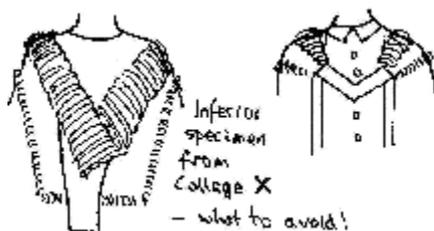
Hoods however are much less easily made to behave, sliding outwards off your shoulders given half a chance, and they usually need pinning to the gown.



*Capes, cowls and liripipes(!). Opening them out is the first battle. Take the neck band in one hand and hold them up as right; check it's not inside out by looking at the tail seam. Fold the edge of the hood back so as to show a few inches of fur. Now slip the band over your head, so that the square panel (the "cape") lies against your back and the hood proper (the "cowl") rests on it with the tail ("liripipe") dangling.*



*The ideal to be sought is with the neck band close to your neck at the sides, and passing just under shirt collar level at the front, so that the hood itself is only just visible from the front. If you let it reach out over your shoulders, it always slips further out and down! If you have an open neck, you will probably want the neck-band a little lower; but the lower it goes the more readily the hood spreads out over your shoulders.*



*How to achieve the ideal. Most people need to pin the neck band to the gown. Put the pins through the very top of the neck band, into the edge of the gown at collar bone level; you can usually make them almost invisible by inserting them from underneath. You may need to experiment according to the size and weight of your own hood.*

## Description of Graduation Hoods

Persons taking their first Cambridge degrees wear appropriate gowns (in the case of undergraduates their undergraduate gown, which for Trinity is navy blue), with the hood of the degree to be taken. The hoods clearly indicate the degrees sought by graduands, and they are (in order of precedence):

<b>Doctor of Divinity</b>	scarlet cloth lined with dove-coloured silk (silk of a turquoise-blue shot with rose-pink)
<b>Doctor of Law</b>	scarlet cloth lined with light-cherry silk
<b>Doctor of Medicine</b>	scarlet cloth lined with mid-cherry silk
<b>Doctor of Science</b>	scarlet cloth lined with pink silk shot with light blue
<b>Doctor of Letters</b>	scarlet cloth lined with scarlet silk to match the cloth
<b>Doctor of Music</b>	cream damask, lined with dark-cherry satin
<b>Bachelor of Divinity</b>	black corded silk lined with black silk
<b>Doctor of Veterinary Medicine</b>	black corded silk lined with mid-cherry silk, the hood part-lined with scarlet cloth
<b>Doctor of Philosophy</b>	black corded silk lined with scarlet cloth
<b>Doctor of Engineering</b>	black corded silk lined with bronze silk, the hood part-lined with scarlet cloth
<b>Doctor of Education</b>	black corded silk lined with light blue silk, the hood part-lined with scarlet cloth
<b>Master of Surgery</b>	black corded silk lined with mid-cherry silk
<b>Master of Arts</b>	black corded silk lined with white silk
<b>Master of Arts</b>	black corded silk lined with white silk
<b>Master of Law</b>	black corded silk lined with light-cherry silk
<b>Master of Music</b>	black corded silk lined with dark-cherry satin
<b>Master of Science</b>	black cloth lined with pink silk shot with light blue
<b>Master of Letters</b>	black cloth lined with scarlet silk
<b>Master of Research</b>	black cloth lined with dark plum red silk
<b>Master of Philosophy</b>	black cloth lined with blue silk
<b>Master of Mathematics</b>	black cloth lined with slate blue silk
<b>Master of Advanced Study</b>	black cloth lined with gold silk
<b>Master of Engineering</b>	black cloth lined with bronze silk
<b>Master of Business Administration</b>	black cloth lined with dark green silk
<b>Master of Finance</b>	black cloth lined with light green silk
<b>Master of Education</b>	black corded silk lined with light blue silk
<b>Master of Natural Sciences</b>	black corded silk lined with pink silk shot with light blue
<b>Master of Studies</b>	black corded silk lined with yellow silk
<b>Bachelor of Medicine</b>	mid-cherry silk, the hood part-lined with white fur and the tippet edged with white fur
<b>Bachelor of Veterinary Medicine</b>	the M.B. hood but with an edging of white fur, two inches wide, to the tippet
<b>Bachelor of Music</b>	the M.B. hood and tippet, but of dark-cherry satin
<b>Bachelor of Arts</b>	black stuff, part-lined with white fur, the tippet edged with white fur; or, until further order, of black stuff, part-lined with white, the tippet edged with white
<b>Bachelor of Education</b>	black stuff, part-lined with blue silk and an edging of white fur, the tippet edged with white fur
<b>Bachelor of Theology for Ministry</b>	black stuff, lined with black silk, the tippet edged with white fur

## Degree Certificates & Transcripts

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Those attending the Congregation receive their degree certificate at the ceremony and certificates are posted to those receiving in absence. Original certificates for degrees are issued without charge to all those proceeding to degrees.

All graduands receive a formal University transcript free of charge after graduation. This will list the papers per Tripos that were sat and the class mark awarded for that Tripos exam. For study since 2002 the transcript also includes marks by paper, rank or subject content where available. They will be sent out via the College, so please ensure that your contact details are kept up-to-date.

You can contact the Student Registry if you require another copy of your degree certificate or transcript, for which a charge is made, and you can now also order digital copies of your transcript. For further information and a link to an online shop or order form download for certificates and transcripts please go to the following University website:

❖ **Degree Certificates and Transcripts**

[\[http://www.admin.cam.ac.uk/students/studentregistry/current/newstud/graduation/certificates.html\]](http://www.admin.cam.ac.uk/students/studentregistry/current/newstud/graduation/certificates.html)

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