



APPLICATION TO ATTEND CONVOCATION

Student Records

3700 Willingdon Ave., Burnaby, BC V5G 3H2
Tel: 604-432-8498 • Fax 604-431-0817

To each of our graduates, we hope you will participate in Convocation as a way of sharing this great accomplishment with your fellow graduates, faculty, family and friends who has supported you on your journey to one of life's most significant milestones.

Convocation will be held at the Willingdon Church Conference Centre, 4812 Willingdon Avenue, Burnaby, BC on the third week of June and the third Thursday in February. Detailed information available on the web at bcit.ca/convocation.

Note: Convocation is open to graduates of programs with a minimum total value of 45.0 credits or programs at an advanced level beyond diploma.

Please complete and return this application to Student Records immediately.

For a student to be eligible to attend Convocation, he or she must have completed all outstanding coursework including practicum assignments. Students who have any outstanding financial obligation to the Institute at the point of program completion will not be permitted to attend Convocation and cross the stage, BCIT Policy 4113.

Name*	Student No.*	<input type="radio"/> Full-time <input type="radio"/> Part-time Studies
Address	City	Postal Code
Program	Option (if applicable)	

* Required Field

Please choose one of the following options: I will attend Convocation
 I will not attend Convocation

Return form to Student Records at BCIT

- **In person** at Student Information & Enrolment Services (SIES) SW1 1300
- **By mail** to Student Records, BCIT, 3700 Willingdon Ave. , Burnaby, BC. V5G 3H2
- **By fax** to 604-431-0817

Invitations

Each eligible student will receive one invitation for souvenir purposes; guests do not require an invitation. Students are encouraged to invite friends and family to attend their convocation ceremony. We remind you that limited seating in the auditorium and fire regulations may make it impossible to accommodate everyone. Once the auditorium fills to capacity, additional guests will not be granted entrance. Out of courtesy to your fellow graduates and their guests, each graduate may bring up to four (4) guests.

For more info on Convocation

Detailed information is available on the web at bcit.ca/convocation. If you are unable to access this site, please contact Student Records at 604-432-8353 and this information will be mailed out to you.

The personal information is used for purposes of confirming eligibility for a credential, administering the convocation ceremonies, determining any financial obligations, and any other authorized BCIT purposes. The information is also used to facilitate alumni surveys and research and to conduct fundraising appeals.

BCIT, with the student's consent, may also use student names and photographic images in communication materials for the purpose of announcing and publicizing student and graduate achievements in news releases and internal communications.

I authorize BCIT to announce my name in news releases and internal communications Yes No

I authorize BCIT to use my photographic image in news releases and internal communications Yes No

Student Signature*	Date
Program Approved By (Program Coordinator Signature)	Date