

# Diploma Presentation Ceremony

## Information for Teaching Award Recipients

### Date and Time

Date	Sunday 10 March, 2024
Time	Commences 2:00pm*
Venue	Sir John Clancy Auditorium, UNSW
RSVP	By Sunday 25 February 2024 via <a href="#">Trybooking</a> .

\*Award recipients are to be seated in the auditorium between 1:10pm and 1:30pm. Guests may enter from 1:30pm.

### Schedule

12:00	Candidate registration commences Gowns and stoles can be collected from regalia area in foyer Award recipient programs and diplomas can be collected from foyer corridor Photographer available for individual portraits Pre-ordered plaques available for collection Programs for guests available for sale and collection
1:00pm	Award recipient (and guest) move to foyer corridor
1:10-1:30pm	Award recipient (and guest) enter auditorium to be seated
1:30pm	All award recipients to be seated Doors to auditorium open to the public
2:00pm	Ceremony commences
4:00pm	Ceremony concludes (approx.)
4:30pm	All hired gowns and stoles must be returned
4:45pm	Venue closes

### Tickets

Award recipient	complimentary
Adult	\$45
Concession	\$35

Seating is unreserved. Guests to be seated from 1:30pm. **Please Note: No photographs or videos are permitted inside the auditorium during the ceremony.** However, you are most welcome to take photos of the award recipient outside the auditorium before or after the ceremony.

## Print Programs

<b>Award recipient</b>	complimentary ( <b>must be retained by award recipient</b> for the ceremony)
<b>Guests</b>	\$10.00

Print programs are available for pre-purchase at the time of booking tickets. There will only be a limited number of programs available for purchase on the day, so please order in advance.

## Gowns and Stoles

Award recipients have the opportunity to wear academic dress consisting of plain black gown, with a stole of silk lined as follows:

<b>ASPA, APCA &amp; ADPA</b>	Grass green
<b>LSPA &amp; LDPA</b>	Old gold
<b>AMusA</b>	Lilac
<b>LMusA</b>	Rose pink

AMEB (NSW) has the following items available:

<b>Stoles</b>	Available for hire	\$40
<b>Gowns</b>	Available for hire	\$50

## Non-return of Hired Items

In the event that a hired item is not returned immediately at the conclusion of the ceremony, you will be liable to purchase the item and you will be invoiced for the full replacement cost of the item, in addition to the original hire charge, being:

Stoles	\$80
Gowns	\$215

## Dress Code

Suggested attire for award recipients is smart black or dark coloured trousers/stockings. Dress code for guests is smart casual.

## Official Photographer, Commemorative Plaques and Official Video

**Please Note: No photographs or videos are permitted inside the auditorium during the ceremony.** There will be a professional photographer and videographer taking photos and videos which will be available for purchase after the ceremony. These items are provided by independent contractors. All enquiries should be directed to the provider, and not to the AMEB. Please refer to the brochures from these contractors using the below links:

[Paramount Studios - Photography](#)

[Ambassador Productions - Commemorative Plaque and Video](#)

## Venue Information

Getting there on foot	Enter through Gate 9 on High Street Kensington.
Public transport	The new L2 Randwick Line Light Rail has a station at UNSW stopping directly out the front of the Sir John Clancy Auditorium. Selected buses travel from the city to Anzac Parade and High St (nearest cross street is Wansey Rd). For details call the Transport Infoline on 131 500 or visit <a href="http://www.transportnsw.info">www.transportnsw.info</a> .
Parking	Enter through Gate 11, Botany St. Free parking is available in the multi-level parking station. When you exit the car park, walk through the Samuels Building underpass and proceed down Chancellery Walk. The Sir John Clancy Auditorium is on the left. <b>Please note: traffic conditions will be heavy on the day and street parking is extremely limited. Please allow plenty of extra travel time and aim to arrive early.</b>
Venue Accessibility	If a member of your party requires wheelchair access or has low mobility, <b>please indicate this in the required field on the form when booking tickets.</b> We will seat your party before the auditorium doors open to the general public. Please come to the Box Office at 1:15pm.
Food	A small number of vendors in the Mathews Food Court behind The Sir John Clancy Auditorium will be open during the day to purchase lunch and snacks. No food will be available within the auditorium. No food or drinks (apart from bottled water) will be permitted in the auditorium.

**Please see next page for map of venue**

Venue map of UNSW

