

The Hong Kong Polytechnic University  
30<sup>th</sup> Congregation (Faculty of Health & Social Sciences)

7 & 8 November 2024 / Jockey Club Auditorium

Notes to Graduates

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**I. Sessional Arrangements and Arrival Time**

- **First Session** - 10:30 a.m., 7 November 2024

**Arrival time at the Jockey Club Auditorium (foyer) for registration- 9:30 a.m. on 7 November 2024**

**Please be seated at the arena by 9:45 a.m. for a briefing/rehearsal of the presentation procedures**

**Order of Presentation**

<i>(1) Faculty of Health and Social Sciences (FHSS)</i>	<i>(2) Department of Health Technology and Informatics (HTI)</i>
Doctor of Health Science	MSc Health Technology
Doctor of Health Science (Nursing)	MSc Medical Imaging and Radiation Science
Doctor of Health Science (Occupational Therapy)	MSc Medical Laboratory Science
MSc Health Informatics	MSc Medical Laboratory Science (Molecular Diagnostics)
MSc Health Research Studies	MSc Medical Physics
	PgD Medical Physics
	BSc Medical Laboratory Science
	BSc Radiography

- **Second Session** - 1:30 p.m., 7 November 2024

**Arrival time at the Jockey Club Auditorium (foyer) for registration- 12:30 p.m. on 7 November 2024**

**Please be seated at the arena by 12:45 p.m. for a briefing/rehearsal of the presentation procedures**

**Order of Presentation**

<i>Department of Applied Social Sciences (APSS)</i>
Master of Social Work
BA Applied Ageing Studies and Service Management
BA Social Policy and Social Entrepreneurship
BA Social Work

- **Third Session** - 4:30 p.m., 7 November 2024

**Arrival time at the Jockey Club Auditorium (foyer) for registration- 3:30 p.m. on 7 November 2024**

**Please be seated at the arena by 3:45 p.m. for a briefing/rehearsal of the presentation procedures**

## Order of Presentation

*Department of Applied Social Sciences (APSS)*

Doctor of Social Work  
Master of Applied Psychology  
Master of Applied Psychology (Diverse Learning Needs)  
MA Guidance and Counselling  
MA School and Community Psychology  
MA Social Policy and Social Development  
MA Social Work (Family-centred Practice and Family Therapy)  
MA Social Work (Mental Health)  
MA Social Work (Research Studies)

- **Fourth Session** - 10:30 a.m., 8 November 2024

**Arrival time at the Jockey Club Auditorium (foyer) for registration- 9:30 a.m. on 8 November 2024**

**Please be seated at the arena by 9:45 a.m. for a briefing/rehearsal of the presentation procedures**

### Order of Presentation

*Department of Rehabilitation Sciences (RS)*

Master in Occupational Therapy  
Master in Physiotherapy  
BSc Occupational Therapy  
BSc Physiotherapy

- **Fifth Session** - 1:30 p.m., 8 November 2024

**Arrival time at the Jockey Club Auditorium (foyer) for registration- 12:30 p.m. on 8 November 2024**

**Please be seated at the arena by 12:45 p.m. for a briefing/rehearsal of the presentation procedures**

### Order of Presentation

(1) *Department of Rehabilitation Sciences (RS)*

MSc Manipulative Physiotherapy  
MSc Occupational Therapy  
MSc Rehabilitation of People with Developmental Disabilities  
MSc Rehabilitation Sciences  
MSc Sports Physiotherapy

(2) *School of Nursing (SN)*

MSc Disaster Nursing  
MSc Nursing  
MSc Nursing (Cancer and Palliative Care)  
MSc Nursing (Community Health Nursing)  
MSc Nursing (Critical Care)  
MSc Nursing (Gerontological Nursing)  
MSc Nursing (Infectious Diseases and Infection Control)  
MSc Nursing (Maternity)  
MSc Nursing (Mental Health Nursing)  
MSc Nursing (Nursing Education)  
PgD Disaster Nursing (Resilience, Response and Relief)  
PgD Nursing (Gerontological Nursing)  
PgD Specialty Nursing

(3) *School of Optometry (SO)*

BSc Optometry

- **Sixth Session** - 4:30 p.m., 8 November 2024

**Arrival time at the Jockey Club Auditorium (foyer) for registration- 3:30 p.m. on 8 November 2024**

**Please be seated at the arena by 3:45 p.m. for a briefing/rehearsal of the presentation procedures**

### **Order of Presentation**

*School of Nursing (SN)*

Master of Nursing  
BSc Mental Health Nursing  
BSc Nursing

## **II. Dress Code**

The Congregation is a formal University event. Graduates should wear full academic gown and dress properly. Jeans, T-shirts & trainers are not appropriate for attending the ceremony.

## **III. Procedures of Presentation**

- (i) Graduates should stand up quietly and line up according to their order of presentation, along the designated aisle.
- (ii) The Master of Ceremonies (MC) will say: “Graduates of the Department of Rehabilitation Sciences (*for example*) will now be presented.”
- (iii) The Presenting Officer (Associate Dean or Head of Department/School) will be invited to the lectern and start presenting individual candidate to the Presiding Officer (Faculty Dean).
- (iv) The Presenting Officer will say: “Mr Faculty Dean, I have the honour to present the following graduates of the Department of Rehabilitation Sciences.”
- (v) The MC will then read the names of the awards according to the order of presentation.
- (vi) Each graduate, wearing hood and holding cap in the right hand (not applicable to the graduates of PgD awards), will ascend the stage, hand in his/her name card to the designated staff who will scan the name card with the QR code for reading out the name (including Dean’s Honours List, if applicable) via a sound file and take photos with the Presenting Officer.
- (vii) The graduate will then move forward and stop before the Presiding Officer’s Rostrum. He/she will bow to the Presiding Officer who will make a gesture to cap (except for graduates of PgD awards), then turn around and bow to the audience, descend the stage, return to the seat and put on the cap.
- (viii) The next graduate will repeat the procedures as described above.
- (ix) When the last name card has been read and the last graduate of the Department has descended the stage, the Presenting Officer will say: [Mr Faculty Dean, this concludes the presentation of graduates for the Department of Rehabilitation Sciences.”]

- (x) If there is virtual presentation of graduates, the Presenting Officer will say: “Graduates attending the Congregation virtually will now be presented.” After the virtual presentation, the Presenting Officer will lead to applaud and say: “Mr Faculty Dean, this concludes the presentation of graduates for the Department of Rehabilitation Sciences.”

*[Same procedures apply to graduates of the other Departments & Schools.]*

#### **IV. Photo/Video-taking Arrangements**

- (i) Graduates will be invited to take group photos by Department and/or by programme after the Congregation at the podium (Logo Square). Announcement will be made during the briefing/rehearsal.
- (ii) Photos of graduates at the Congregation Sessions will be taken by professional photographers. Free download of graduation photos will be made available around late December 2024/ early January 2025. Details will be announced on the AR website in due course.
- (iii) There will be video recording of the ceremonies. Graduates will be informed via email/SMS when the video clips are ready for viewing after the Congregation. No downloading of the video clips is allowed.

#### **V. Collection of Dean’s Honours List Certificate**

Graduates on the Dean’s Honours List will be informed of the collection method of their certificates by their respective Department/School.

#### **VI. Inclement Weather Arrangements**

If Typhoon Signal No.8 or Black Rainstorm Warning or an ‘Extreme Condition’ announcement issued by the Government is in force **at 6:30am** on 7 or 8 November 2024, the Congregation Sessions scheduled on the affected date will be cancelled and rescheduled subject to availability of the venue. Graduates concerned will be informed of the rescheduled arrangements as soon as possible.

In case of the likely hoisting of Typhoon Signal No. 8 or issuance of a Black Rainstorm Warning or an ‘Extreme Condition’ announcement during the Congregation period, AR and the Faculty will decide whether the Congregation Session(s) scheduled that day or on the following day will be cancelled. Announcement on change of date will be posted at AR Homepage ([www.polyu.edu.hk/ar](http://www.polyu.edu.hk/ar)) and the Faculty’s webpage (<https://fhss.polyu.edu.hk>). Graduates concerned will also be informed of the change via SMS.

October 2024