

GRADUATION BULLETIN #1

Dear 2026 Graduand,

Congratulations on the completion of your designated programme!!!

We celebrate this momentous occasion with you and invite you to **read this information very carefully and in full to avoid missing important information regarding your Commencement ceremony.**

GRADUATION DATE, TIME & VENUE

Graduation date: Sunday, July 19, 2026
Venue: National Arena, Kingston
Start time: 10:30 A.M.

Your name has been added to the list of students **whose records have been / will be checked to confirm eligibility** for graduation in July 2026.

Please note that students who fully complete their programme of study by:

- August 2025**
- December 2025**
- May 2026** will be eligible to graduate.

APPLICATION / BOOKING FOR GRADUATION

If you have already made an application for conferral on AEorion, for December 2025 / commencement in July 2026, **THANK YOU!**

The AEorion Graduation Portal is open and will close on **June 30, 2026.**

Only ONE graduation application is required for Graduation 2026 (either December 2025 or July 2026).

If you have not already done so, kindly visit the graduation portal on AEorion SMS now to make an application to book your place at this year's graduation.



If you are having any challenges with making this application, please send an email to smsadministrator@ucc.edu.jm to report the matter.

Movement through the stages of the process has begun and will continue to be seen as we clear students. **Please note that the Registry clears students up to the “Records Approval Stage” only; the SFS Dept. will confirm financial clearance.**

The Registry Department in collaboration with the respective Faculty will review your academic records and student file to determine eligibility, after which you will be advanced through the different stages of the application process.

GRADUATION ATTENDANCE

All eligible students are required to attend the Commencement Ceremony in July 2026.

Students who are conferred in December 2025 (with ceremony) are required to participate in the ceremony in July 2026.

ACADEMIC, RECORDS, LIBRARY & FINANCIAL CLEARANCE

All qualified students are required to be cleared by your Faculty/College/School, the Registry Department, the Library and the SFS Department to be eligible in Graduation 2026.

- **Academic:** Each student should receive confirmation of academic clearance from their Faculty/College/School. Your Dean, Head of Department or Programme Advisor are your point of contact for this important detail.
- **Records:** The Registry Department is responsible for checking students' records. If necessary, an email will be sent to your UCC student account to request documents which are incomplete/outstanding. Remember – The Preliminary Slip(s) is/are not the mandatory required document so you will be asked to submit either the original CXC/CAPE certificate(s) or an official transcript from the CXC/CSEC/CAPE office.
- **Library:** The Library will verify if a student is in good standing and provide clearance or advise students' if there is any outstanding obligation.
- **Financial:** The Student Financial Services (SFS) Department will confirm a student's financial clearance before the release of the graduation certificate, letters, transcripts or any other official documents.

The Registry will not process or release any document to or for a student who has any of the above matters outstanding.

GRADUATION FEE

A student who pays the miscellaneous fees; their graduation fee is covered.
To confirm that you have are cleared re graduation fee, please check with the SFS Dept.

DISTRIBUTION OF GRADUATION CERTIFICATES

Students who are eligible for the December 2025 Conferral

Please note that students who completed their programme of study by August (Summer) / December (Fall) 2025 are eligible for the December 31, 2025 Conferral (without ceremony) and will receive their graduation certificate on or after **March 02, 2026, 2 months after the official conferral date.**

Students eligible by April/May (Spring) 2026

Students who complete their programme by April/May (Spring) 2026 will receive their certificate the week following graduation.

NB: All eligible students are expected to participate in the July 2026 Commencement Ceremony whether or not you were eligible from August, December 2025 or May 2026.

COLLECTION OF REGALIA

Graduands will be advised **at a later date** when they should collect their graduation regalia from their affiliated campus.

There will be no distribution of graduation regalia on the day of graduation.

Regalia care instruction:

1. Each package, depending on the programme completed, should include a Black/Blue gown, an affiliated Hood / Stole (depending on the level completed) and a Mortar Board (hat).

Based on the packaging, the gown may be crushed. Please carefully iron/ steam press the gown on low heat on the inside (wrong side) of the garment. We have not made arrangements for replacement gowns. Please treat your gown with care.

PHOTO SHOOT SESSIONS

Campus' package photo dates are as follows:

The photographer will accommodate students at their campuses on the dates and times indicated below:

Montego Bay

- Sunday, March 15, 2026 - Montego Bay – 9:00am - 11:00 am

Ocho Rios

- Sunday, March 15, 2026 - Ocho Rios - 3:00 pm - 4:30 pm

Mandeville

- Sunday, March 22, 2026 - Mandeville - 9:00 am - 11:00 am

May Pen

- Sunday, March 22, 2026 - May Pen - 1:30pm - 2:30 pm

Kingston

- Monday, March 23, 2026 - 10:0 a.m. – 3:30 p.m.
- Tuesday, March 24, 2026 - 10:00 a.m. – 3:30 p.m.

2025/2026 GRADUATION PORTRAIT PACKAGE

Kindly note the following:

1. You will be required to pay **cash** directly to the photographer (no card machine is available). The breakdown is as follows:
 - 20 Portrait Photos package **JM\$7,000.00**
 - One 8" x 12"
 - One 5" x 7"
 - One 4" x 6"
 - Eight 2" x 3"
 - *One Digital photo*
2. **No make-up artist** will be available on any of the campuses; you are required to come prepared to have your photo taken.

3. Prepare for the possibility of an extended wait. For the wellbeing of all individuals, the UCC continues to encourage and adhere to a safety regimen by requiring that graduands sanitize their hands and practice social distancing at least 6 feet apart.

BOOK YOUR PHOTO SHOOT DATE

All graduands who are interested in taking graduation photos, please click on the link to book your space.

[Click here](#)

[Graduation Photo/Attendance Form](#)

NB: All graduands are required to fill out this form regardless of whether or not you intend to take your photos.

DRESS CODE

All graduands are expected to follow the dress code policy for (1) the upcoming commencement ceremony in July 2026 and (2) the photo sessions scheduled for March 15, and 22 – 24, 2026. The full policy document will be shared with each graduand on the UCC website.

Male: For items #1 & #2 above, you are required to wear a white dress shirt, any colour tie with a black or dark pants.

Female: For item #1 above, you are required to wear a white /cream dress or suit, or a tailored pants suit. For item #2, only the top section of the regalia will be photographed, so you are required to wear a white /cream top.

GRADUATION HAT (MORTAR BOARD)



Head dress: Graduands are advised that as part of their graduation regalia, it is mandatory to wear a mortar board (style shown in the photo below). The hairstyle selected must be able to accommodate the mortar board. Hair must be styled away from the face (and if possible off shoulders) to enable graduation hat placement.

We know you may want to decorate your graduation hat (mortar board) with symbols of your hard work and achievement and you will be permitted to do this but with specific instructions.

To ensure the maintenance of a dignified celebration of scholastic achievement, here are some guidelines which must be followed with respect to the decoration of graduation hats (mortar boards):

1. Decorations should not interfere with the attaching of the tassel to the cap.
2. Only the flat top of the UCC issued black or blue mortar board (hat) may be decorated.
3. Decorations may not hang off the sides of the hat.

4. Do not put large 3-D embellishments which may interfere with the view of those seated behind you, hence those are prohibited.
5. No advertisements, no hate words / speech, no expletives, no obscenity or profanity, no derogatory words or anything inappropriate for a dignified commencement ceremony will be permitted. No vulgarity will be permitted.
6. Any words, pictures or items which target or slandering an individual or institution, the University, any faculty or staff member, and/or any student are prohibited on graduation caps.
7. Decorations on the graduation gown and hood are strictly prohibited.

I hope the above information proves useful. Please make contact at graduation@ucc.edu.jm if you need further assistance.

Graduation Committee

UNIVERSITY OF THE COMMONWEALTH CARIBBEAN