Ollscoil na Gaillimhe
University of Galway

Bronnadh Céimeanna, Dioplómaí & Teastas

Conferring of Degrees, Diplomas & Certificates

KEY CONFERRING INFORMATION

CONFERRING CEREMONY DATE & TIME

Graduands will receive an email (approx. 2 weeks before the conferring ceremony) from conferring@universityofgalway.ie indicating the date and time of their conferring ceremony.

PARKING

- Please be aware that traffic in Galway can be extremely busy, so we urge those travelling by car to give themselves plenty of time. Please allow extra time for your arrival to account for any possible delays.
- Parking is heavily restricted on the main campus and clamping is in operation.
- Guests are encouraged to use one of the nearby carparks. For more information and links to carpark locations, please visit our website Location, Parking & Campus - University of Galway.
- Limited free parking is available for graduands and guests at the Park and Ride Carpark, marked as number 42 on the campus map.
- A free shuttle bus runs between the Park and Ride Carpark and the Orbsen Building at regular intervals.
- Limited disabled parking spaces are available on campus for holders of valid disabled parking permits. Please refer to the campus map for locations.

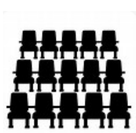
ROBE HIRE

- All graduands must wear academic robes.
- To prebook and prepay with the official robemakers, Phelan Conan Ltd., please visit www.phelanconan.com
- Robe collection dates and times are available here.
- Please arrive early to collect your Robes and Invitations from the Seminar Rooms GO10/GO11, in the Hardiman Research Buildings (inside the foyer of the James Hardiman Library)(Link from google maps).
- Please direct all robing queries to Phelan Conan www.phelanconan.com

CONFERRING INVITATION

- Graduands will receive their invitations when they collect their robes in the Seminar Rooms GO10/GO11 in the Hardiman Research Building from Phelan Conan Ltd. Number 20 on the campus map.
- Graduands will receive 1 graduand and 2 guest invitations.
- All queries relating to invitations should be directed to conferring@universityofgalway.ie

SEAT NUMBER



- Graduands are assigned a seat number for the conferring ceremony in the Bailey Allen Hall. The graduand seat numbers are displayed outside Seminar Rooms GO10/GO11.
- Guest seating is unassigned in the conferring hall.

CONFERRING CEREMOMY

- The Conferring ceremony takes place in the Bailey Allen Hall which is situated on the ground floor of Áras na MacLéinn, South Campus, marked as number 8 on the campus map.
- Admission to the conferring ceremony is strictly by invitation only.
- Graduands will receive 1 graduand and 2 guest invitations only.
- Invitations must be presented at the entrance to the ceremony in the Bailey Allen Hall.
- Graduand seat numbers will be displayed outside Seminar Rooms GO10/GO11 (inside the foyer of the James Hardiman Library) where you will collect your robes. Seat numbers will also be displayed in the foyer of Áras na MacLéinn (just outside the Bailey Allen Hall).
- Graduands (wearing academic robes) and guests must be seated 30 minutes before the ceremony.
- Guest seating in the hall is clearly marked and available on a first-come, first-served basis.
- Please note that drinks or food are not permitted in the Bailey Allen Hall.
- When a graduand's name is called, they should proceed to the stage to receive their parchment. After collecting their parchment, they should exit the stage and return to their seat.

LIVESTREAM

The conferring ceremony is livestreamed, and a link to the livestream will be available on www.universityofgalway.ie/conferring the day of the conferring ceremony. Please note that the conferring ceremony will be recorded and available on the conferring website at a later date.

ACCESSIBILITY & SPECIAL REQUESTS

For accessibility inquiries or special requests for graduands or their guests, the graduand can email conferring@universityofgalway.ie in advance of the ceremony, including their student ID number.

PHOTOGRAPHY

Lafayette Photography is the official photographer.
For more information or photography queries, please visit www.lafayette.ie.

CONFERRING E-BROCHURE

The following QR code will link to our online conferring brochure.

The following link also gives access to the online brochure;
https://www.universityofgalway.ie/conferring/brochure/.

REFRESHMENTS

Refreshments will be served for graduates and guests after the ceremony.

ROBE RETURN

Graduates should return their robe to the Seminar Rooms GO10/GO11 (inside the foyer of the James Hardiman Library).
Please contact Phelan Conan for any queries relating to robing:
www.phelanconan.com

IN ABSENTIA

Graduands who are unable to attend their conferring ceremony, will be conferred In Absentia.
Parchments will be sent to the home address on our system approximately four weeks after the conferring ceremony.

QUICK TIPS

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For further information in relation to Conferring, please refer to our quick tips section: [Quick Tips - University of Galway].

EOLAS TÁBHACHTACH FAOIN mBRONNADH

DÁTA & AM NA SEARMANAS

Seolfar ríomhphost chuig céimithe (thart ar choicís roimh an searmanas bronnta) ó conferring@universityofgalway.ie agus beidh dáta agus am an tsearmanais bhronnta curtha in iúl ann.

PÁIRCEÁIL

- Tabhair faoi deara go mbíonn brú mór tráchta i nGaillimh go minic, mar sin molaimid d'aon duine a bheidh ag taisteal i gcarr neart ama a thabhairt dóibh féin. Tabhair am breise duit féin ar fhaitíos go gcuirfí moill ort.
- Níl ach fíorbheagán spásanna páirceála ar fáil ar an bpríomhchampas agus tá clampáil i bhfeidhm.
- Moltar d'aíonna úsáid a bhaint as ceann de na carrchlóis in aice láimhe. Chun tuilleadh eolais agus naisc chuig na carrchlóis sin a fháil, téigh chuig an láithreán gréasáin Suíomh, Páirceáil & Campas – Ollscoil na Gaillimhe.
- Níl ach fíorbheagán spásanna páirceála saor in aisce ar fáil dóibh siúd a bhfuil céim le bronnadh orthu agus d'aíonna sa Charrchlós Páirceála agus Taistil, a bhfuil uimhir 42 marcáilte air ar léarscáil an champais.
- Tá seirbhís bus saor in aisce ar fáil idir an Carrchlós Páirceála agus Taistil agus Áras Oirbsean go rialta.
- Tá roinnt spásanna páirceála do dhaoine faoi mhíchumas ar fáil ar an gcampas do shealbhóirí ceadúnas páirceála do dhaoine faoi mhíchumas. Féach ar léarscáil an champais chun eolas breise a fháil.

RÓBAÍ A FHÁIL AR IASACHT

- **Caithfidh** gach duine a bhfuil céim le bronnadh air/uirthi róbaí acadúla a chaitheamh.
- Chun réamháirithint agus réamhíocaíocht a dhéanamh le soláthraithe oifigiúla na róbaí, Phelan Conan Ltd., téigh chuig www.phelanconan.com.
- Tá na dátaí agus na hamanna ar féidir róbaí a bhailiú agus róbaí a thabhairt ar ais le fáil anseo.
- Bí i láthair luath chun go mbeidh am agat do chuid Róbaí agus Cuirí a bhailiú ó na Seomraí Seimineáir GO10/GO11, in Áras Taighde Uí Argadáin (laistigh d'fhorhalla Leabharlann Shéamais Uí Argadáin)(Nasc ó google maps).
- Má tá aon cheist agat faoi róbaí féach láithreán Phelan Conan www.phelanconan.com.

CUIRÍ CHUIG AN mBRONNADH

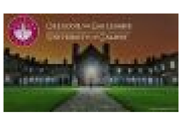
- Gheobhaidh tú do chuid cuirí nuair a bhaileoidh tú do róba i Seomraí Seimineáir GO10/GO11 in Áras Taighde Uí Argadáin ó Phelan Conan Ltd.Uimhir 20 ar léarscáil an champais.
- Gheobhaidh tú cuireadh amháin don té atá ag fáil céime agus dhá chuireadh d'aíonna.
- Ba cheart gach ceist a bhaineann le cuirí a sheoladh chuig conferring@universityofgalway.ie

UIMHIR SHUÍOCHÁIN

- Tá a uimhir shuíocháin féin ag gach céimí don searmanas bronnta i Halla Bailey Allen. Bíonn uimhreacha suíochán na ndaoine a bhíonn ag fáil céime ar taispeáint taobh amuigh de Sheomraí Seimineáir GO10/GO11.
- Ní bhíonn suíocháin aíonna sannta sa halla bronnta.

SEARMANAS BRONNTA

- Beidh an searmanas bronnta ar siúl i Halla Bailey Allen, Áras na Mac Léinn, atá ar Urlár na Talún in Áras na Mac Léinn ar an gCampas Theas, a bhfuil uimhir 8 marcáilte air ar léarscáil an champais.
- Ní bheidh cead isteach ag an searmanas bronnta ach amháin acu siúd a mbeidh cuireadh acu.
- Gheobhaidh céimí cuireadh amháin don té atá ag fáil na céime agus dhá chuireadh d'aíonna.
- Ní mór cuirí a thaispeáint ag an mbealach isteach chuig an searmanas i Halla Bailey Allen.
- Taobh amuigh de na Seomraí Seimineáir GO10/GO11 (taobh istigh d'fhorhalla Leabharlann Shéamais Uí Argadáin) san áit a mbaileoidh tú do chuid róbaí beidh uimhreacha na suíochán ar taispeáint. I bhforhalla Áras na Mac Léinn (díreach taobh amuigh de Halla Bailey Allen) beidh uimhreacha na suíochán ar taispeáint chomh maith.
- Ní mór do réamhchéimithe (agus róbaí acadúla á gcaitheamh acu) agus d'aíonna a bheith ina suí 30 nóiméad roimh thús an tsearmanais.
- Tá suíocháin na n-aíonna sa halla marcáilte go soiléir agus gheobhaidh na daoine is túisce istigh iad ar dtús.
- Tabhair faoi deara nach gceadaítear deochanna ná bia i Halla Bailey Allen.
- Nuair a ghlaoitear ainmneacha na réamhchéimithe, ba chóir dóibh dul chuig an stáitse chun a bpár a fháil. Tar éis dóibh an pár a bhailiú, ba chóir dóibh an stáitse a fhágáil agus filleadh ar a suíochán.



BEOSHRUTHÚ

Déantar an searmanas bronnta a shruthú beo, agus beidh nasc chuig an mbeoshruthú ar fáil ar www.universityofgalway.ie/conferring ar an lá. Beidh an searmanas bronnta á thaifeadadh agus beidh sé ar fáil ar láithreán gréasáin na hOifige Bronnta níos déanaí.

INROCHTAINEACHT & IARRATAIS SPEISIALTA

Má tá aon cheist agat faoi inrochtaineacht nó iarratais speisialta, is féidir leis an gcéimí ríomhphost a sheoladh chuig conferring@universityofgalway.ie roimh an searmanas. Bíodh d'uimhir aitheantais san áireamh agat.

GRIANGHRAFADÓIREACHT

Is é Lafayette Photography an grianghrafadóir oifigiúil.
Le tuilleadh eolais a fháil nó má tá ceisteanna agat maidir le grianghrafadóireacht, téigh chuig www.lafayette.ie.

RÍOMHBHRÓISIÚR AN BHRONNTA

Tá nasc chuig an mbróisiúr bronnta ar líne sa chód QR seo.

Tugann an nasc seo a leanas rochtain freisin ar an mbróisiúr ar líne; https://www.universityofgalway.ie/conferring/brochure/.

SÓLAISTÍ

Cuirfear sólaistí ar fáil do chéimithe agus d'aíonna i ndiaidh an tsearmanais.

RÓBAÍ A FHÁGÁIL AR AIS

Ba chóir do chéimithe na róbaí a thabhairt ar ais chuig na Seomraí Seimineáir GO10/GO11 (laistigh d'fhorhalla Leabharlann Shéamais Uí Argadáin). Déan teagmháil le Phelan Conan má tá aon cheist agat a bhaineann le róbaí: www.phelanconan.com.

IN ABSENTIA

Mura féidir le mac léinn freastal ar an searmanas bronnta, bronnfar an chéim in absentia. Seolfar pár chuig an seoladh baile atá ar ár gcóras thart ar cheithre seachtaine i ndiaidh an tsearmanais.

NOD DON EOLACH

Tá tuilleadh eolais maidir leis an mBronnadh le fáil anseo: [Nod don Eolach – Ollscoil na Gaillimhe].