



**UCD Office of the Registrar
Recognition Events**

**Oifig an Chláraitheora UCD
Imeachtaí Aitheantais**

Tierney Building
University College Dublin,
Belfield, Dublin 4, Ireland

T +353 1 716 1667/1392/1384

Áras Uí Thiarnaigh
An Coláiste Ollscoile, Baile Átha Cliath,
Belfield, Baile Átha Cliath 4, Eire

conferring@ucd.ie
www.ucd.ie/confer

**NATIONAL UNIVERSITY OF IRELAND - CONFERRING OF DEGREES
UNIVERSITY COLLEGE DUBLIN
NATIONAL UNIVERSITY OF IRELAND, DUBLIN**

Dear Graduand,

A meeting of the University to confer Degrees and other academic distinctions will be held in O'Reilly Hall on

Monday, 31 August 2026

2.30 pm Ceremony Degrees in Engineering (Undergraduate and Postgraduate)	Following conferring ceremony Reception in Main Atrium, UCD O'Brien Science Centre
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Enquiries about Conferring should be addressed through our connector <https://www.ucd.ie/confer/contact/>

Your degree is written in Latin. If you require an English translation, please contact the National University of Ireland (NUI):

Address - 49 Merrion Square, Dublin 2 D02 V583

Telephone Number - (01) 439 2424

Website - <http://www.nui.ie/services/document-services.asp>.

The charge for this service is €50.

After you graduate, please stay in touch with UCD and your fellow alumni through the [UCD Alumni Network](#). This platform allows you to connect with classmates, link up with UCD graduates across the globe, meet a mentor, discover jobs exclusive to UCD graduates, and expand your professional networks. No matter where you go in the world from here, get connected and stay connected with the UCD community!

To ensure your enjoyment of the event, and the comfort of your guests on this occasion when there will be hundreds of visitors to the campus, you are asked to note the following arrangements. We hope that you find this information helpful in making your conferring ceremony an enjoyable and memorable occasion for you and your guests.

ACADEMIC ROBES: Graduands must attend in the prescribed gowns and hoods as supplied by the official robemakers to the University, Phelan Conan Limited, who will be in attendance in **Ardmore House** from:

10 am – 1 pm on Saturday, 29 August 2026

12 noon – 2 pm on Monday, 1 September 2026

Graduands may arrange for a family member/friend to collect the gown and hood on their behalf. Any person collecting a hood and gown on behalf of a Graduand should bring this notification.

Graduands should pre-pay for their Gown and Hood through the [online booking form](#).

Cost of hiring robes: €45 per graduand for prepaid bookings
€50 per graduand for non pre-paid bookings

Closing date to pre-order your Gown and Hood is Wednesday, 26 August 2026.

Students who experience difficulties with accessing the website should contact Phelan Conan Limited at:
Phone: (01) 429 5300.

Please Note: Due to the implementation of a personal 3D Secure password during the credit card payment process on www.phelanconan.ie, Phelan Conan Ltd staff are no longer able to take bookings over the phone. This has been created to protect your online payments and if you don't already have a 3D secure password you can activate it by following the simple instructions during the booking process.

Gowns must be returned to the robemakers in **Ardmore House** by **6 pm on Monday, 31 August**.

NUMBER OF GUESTS: Each graduand may bring two guests to the Conferring Ceremony and also to the reception afterwards. You will receive your 2 guest tickets when you register on the day.

Please note that persons without guests tickets will not be admitted to O'Reilly Hall and children are counted as one of your 2 ticket allocation.

Due to the large number of graduates and health and safety reasons there are **no** extra tickets available for this ceremony. **The ceremony will be live-streamed and the link will be on our website.**

Please note that requests for additional tickets will not be processed.

PHOTOGRAPHS: A studio photographic service (Lafayette Photography) will be available in **O'Connor Centre for Learning**

It is advisable to pre-book your photography online at www.lafayette.ie through the 'Graduation Photography' section. Online bookings will close at midnight before your graduation. Lafayette is open 2 hours prior to your ceremony and you can have your photographs taken before or after your ceremony. You do not need your scroll for your photograph as a prop will be provided.

Do not use any unofficial photographers on the campus on conferring days. These are not agents of the University.

PARKING: A limited number of parking spaces are reserved for conferrings. Vehicles should enter the campus via the N11 entrance and follow the directions of the traffic stewards. Please excuse our appearance during building works.

Vehicles must be parked in a designated space with the car pass displayed on the dashboard. Entry to reserved car parking is strictly by car pass only (one car pass per graduand).

Order of Proceedings

On the day of the ceremony, you should arrive in UCD about 1½ hours before the ceremony starts.

Once you park in the O'Reilly Hall car park, please ensure that you put your car pass on the dashboard of the car.

You should first go to **Ardmore House** to collect your robe.

Photographs will be taken by Lafayette Photography if you choose to do so, in **O'Connor Centre for Learning**.

We would also recommend that if you want to get photos taken, you should arrive a bit earlier and have them taken before the ceremony.

Order of Proceedings in O'Reilly Hall

Once you have collected your robe and taken your photographs, you should make your way to the Conservatory, O'Reilly Hall to register using one of the side entrance doors which will be open for you. There will be staff at the door guiding you where to go in order to register.

Registration is open 60 minutes before the ceremony is due to begin. Once there, give the staff your name and what you were studying. If there are any issues at this point, a staff member will be on hand to help you.

You will be given a yellow or blue ticket with a number on it; the colour corresponds to the line you are to go to. You will then need to line up in numerical order. You will need to be in your place in the line 10 minutes before the ceremony is due to start.

The QR Code that contains the programme will also be in the conservatory, we recommend that you also scan this so that you can follow it during the ceremony.

When you start to process in, you need to remain in your line and to remain in numerical order.

When you have completed your registration you will be given your 2 guest tickets.

Please arrange a meeting point with your guests to give them their tickets eg:

Front entrance, O'Reilly Hall
side-door, Conservatory, O'Reilly Hall
UCD sign beside the lake,
UCD University Club.

Your guests should enter through the front doors of O'Reilly Hall.

Please ensure that they have their tickets in hand to be ready to show to security at the front.

Please note that persons, including children without guest tickets will not be admitted to O'Reilly Hall.

Guests can scan the QR code that will be available in the foyer and throughout O'Reilly Hall to access the programme for the ceremony.

During the week of conferring ceremonies, the adjacent University Club will be open, in addition to PI restaurant located in O'Brien Science Centre. Refreshments and lunch are available to purchase here for guests and graduands.

Proceedings during the conferring ceremony

When graduands have processed into the Hall and are seated, the Registrar/Senior Academic leads the academic procession into the hall. The Registrar/Senior Academic will make a short announcement to explain the procedures, which will be followed.

- The candidates on whom degrees are to be conferred are "*graduands*", that is they have fulfilled the requirements and are *proceeding* to their degrees.
- The Registrar/Senior Academic will ask graduands for a particular degree to stand, as a group in their places in the hall, for the formal conferring of the degree.
- The Dean will present the graduands for the degree.
- In response to the presentation by the Dean, the President will confer the degree. The candidates have then become "*graduates*".
- Graduates are then directed to the platform to receive their scroll from the President.
- Graduates are asked to wait in order at the base of the steps at the platform until his/her name is called.

Graduands are kindly asked to co-operate with staff assisting at the conferring ceremonies.

**PLEASE NOTE THAT THE COMMENCEMENT OF THE CONFERRING CEREMONY CANNOT BE
DELAYED FOR THE ARRIVAL OF LATECOMERS.**

The ceremony normally lasts about 90 minutes.

We would recommend that if you wish to make any reservations after the ceremony and reception, that you make them about 2 hours after the ceremony is due to end; this is because the ceremony may last longer due to the amount of graduands being conferred or due to an honorary recipient being conferred.

After you leave the hall, please proceed to Ardmore House to return your robes, after the obligatory photo by the lake!

Once again, congratulations and enjoy your very special day!

Imelda Delap
Conferring Manager



University College Dublin
An Coláiste Ollscoile, Baile Átha Cliath

Conferring Ceremony

Mon, 31 August 2026 @ 2.30 pm

CAR PASS Ticket No: 105988

Vehicles should enter the campus via the N11 entrance and follow the directions of traffic stewards.
All vehicles must be parked in a designated space with the car pass displayed on the dashboard.

Lafayette

PHOTOGRAPHY
SINCE 1880



GRADUATION PHOTOGRAPHY

Pre-book your graduation photography today online to activate your private gallery and to view our packs and prices.

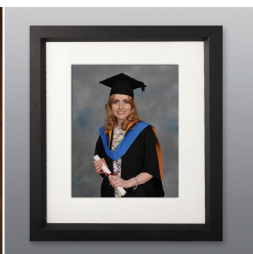
www.lafayette.ie

PRE-BOOK ONLINE TODAY: WWW.LAFAYETTE.IE

Your graduation day is a big celebration for you, your friends and family. To honour the occasion Lafayette Photography have been appointed as the official photographer to capture the moment and provide beautifully presented photography for you to treasure.

To enable you to spend more time with your loved ones on your graduation day our studios are open two hours before each ceremony. For your convenience we recommend you pre-book online and have your photos taken beforehand (scrolls are provided for this purpose).

Pre-book today at **www.lafayette.ie** to activate your online account, view packages and prices, and ensure a prompt service. Our services include picture framing, certificate framing and photo enhancements.



Graduation House
44 Fashion City
Ballymount
Dublin 24

www.lafayette.ie

