



Graduation Ceremony – Instructions

- **Address:** Univerzita Karlova, Ovocný trh 5, Praha 1, 1st floor
- **Formal clothing is required!** Men are required to wear **suit and tie**. You may wear some traditional costumes as well.
- You must turn up **30 Minutes before** the ceremony due to the rehearsal and your needed signature into the Graduation book. Your relatives must come with you and go directly to the Graduation Hall. Should you come later you will be excluded from the Ceremony.
- The Ceremony lasts around **45 Minute**, therefore, we do not recommend to bring small children.
- During the Graduation ceremony it is **not** allowed to move around the Hall (guests). The guests may take pictures but only from their seats. Professional photographer will be present. The pictures or movies from the ceremony are available online on www.promoce.cz (you just need to choose the date and the time of your ceremony).
- Before entering the Hall it is required to **turn off the ringtone of mobile phones**.
- In case that you have a bank account in the Czech Republic, please close it before leaving!!!