



## Emmanuel College New Postgraduates Pack

The Reverend Jeremy Caddick, M.A.  
Praelector

### COLLEGE MATRICULATION FOR POSTGRADUATE STUDENTS

This letter describes the arrangements usually in place for Matriculation. We will let you know nearer the time of any adjustments necessary to the ceremony to meet Covid-19 guidelines.

Matriculation is the formal process of enrolling in the University of Cambridge and specifically in Emmanuel College. You matriculate by signing the Matriculation Book. Before this ceremony there will be a group photograph, and afterwards an individual photograph, and you will be asked to complete several forms as well. It is followed by the formal Matriculation Dinner to celebrate joining the College and University.

If you have matriculated before at Emmanuel then you do not need to attend the ceremony. You are welcome to come for the photograph at 4.45 if you would like, and, if this is your first course as a postgraduate, you are invited to the dinner later on. If you have matriculated before at a different College in Cambridge University then you will need to attend the ceremony to matriculate as a member of Emmanuel.

The College Matriculation Ceremony for Postgraduates will take place during the late afternoon of Wednesday 21 October 2020. **This is your top priority on that day and it is not expected that you will be absent.** If you genuinely have a serious reason why you cannot be present then please tell the College Registrar ([college-registrar@emma.cam.ac.uk](mailto:college-registrar@emma.cam.ac.uk)) in the Tutorial Office straight away.

### WHAT TO WEAR

**Either:** Gown and a **plain dark** suit with a white shirt, tie and black shoes  
**Or:** Gown and a **plain dark** dress or suit with skirt or trousers with a white blouse and black shoes

**NB:** **Postgraduate students with a Cambridge degree wear the gown of the highest Cambridge degree you have , e.g. BA, MSci, MEng**  
**Postgraduate students from elsewhere wear the BA status gown (the same as a Cambridge BA gown but without strings) or, if you are aged 24 or more, the MA status gown (also without strings).**

If you do not already possess one then you will need to obtain a gown **as soon as you arrive.** The MCR Committee or the Porters will be able to help with this.

### WHAT HAPPENS

Please come to the Old Library correctly dressed and with a gown at **4.45pm** promptly.

After the procedure has been explained to you, a group photograph will be taken in the Front Court. After that you are asked to come to the Ante-Room to the Gallery, which is on E Staircase, in groups wearing your gown and dark clothes. There will be a list of times on the noticeboard outside the Porters' Lodge.

continued overleaf



## **Emmanuel College New Postgraduates Pack**

In the Ante-Room you will be required to sign the University Matriculation sheets, which bear the following declaration:

**"I promise to observe the Statutes and Ordinances of the University as far as they concern me, and to pay due respect and obedience to the Chancellor and other officers of the University."**

By signing you will also be giving consent to the processing by the College and the University of your personal data for proper purposes (as described in the Data Protection Statement on the College website).

In your Freshers' Pack you will find a copy of the College Regulations. **Please do read these**, because after signing the Matriculation sheets you will also be asked to sign a declaration to the effect that you have read them and agree to abide by them.

Then you will go through to the Gallery where the Master will ask you to write your full name in the College Matriculation Book (in your normal handwriting i.e. not your signature) and the place of your birth. If you were born in the British Isles, you write the historic county of your birth. By tradition, the form of county name for such counties as Yorkshire, Cheshire, Lancashire and so on is York (as in 'the County of York'), Chester, Lancaster, etc. If you were born in the USA, Canada or Australia you write the State or Province (e.g. Ontario, Massachusetts, New South Wales). If you were born elsewhere you write the name of the country (e.g. France).

Immediately afterwards you will be directed to the Welbourne Room, which is also on E staircase, where individual photographs will be taken.

### **MATRICULATION DINNER**

The Matriculation Dinner will be held on the evening of the same day, Wednesday 21 October. At 7.00 pm there will be drinks in the Old Library followed at 7.30 pm by Dinner in Hall. Dress is as for the Matriculation ceremony. Everyone wears a gown.

**Please let the Tutorial Office ([tutorial-office@emma.cam.ac.uk](mailto:tutorial-office@emma.cam.ac.uk)) know by 12 noon on Friday 16 October if you have any special dietary requirements OR if you do NOT propose to come to the dinner.** Please note that any dietary requirements already provided for the MCR dinner will need to be provided again for this dinner.

**Covid-19 guidance in place in October may mean that the Matriculation Dinner will be divided across two separate evenings. We will update you nearer the time.**