

Dear Members of the Graduating Class of Spring 2021,

Congratulations on your upcoming graduation. We are proud of the perseverance you have shown while working toward completing your degree requirements in spite of the challenges you have faced over the past year due to the pandemic.

We understand the importance of a graduation ceremony to you and your family. We are therefore working to provide an opportunity for you and your family to partake in a graduation ceremony this spring while still maintaining the safety of our community and complying with the requirements of the Ministry of Health and Ministry of Education. We are examining how we can best safely mark this important occasion and will continue to update you on our plans as they develop.

Regardless of the form graduation takes this spring, you may wish to order graduation regalia (your cap and gown). It is therefore important that you order your regalia as soon as possible. **Please note: delivery of the regalia may take up to 5 weeks.** Information regarding how to order your regalia can be found [here](#).

In the meantime, we would like to prepare a celebratory graduation video. This video will include a host of information and will include the name and the major of all graduating students. If you wish to provide a photo to be included in the video, please follow the submission instructions below. Further information will also follow soon regarding requirements for the yearbook.

**To verify how your name will appear in the video, please complete this [Google form](#) by 5:00 p.m. on May 19, 2021.**

Additionally, **if you choose to provide a photo for the video:**

- Take an image of yourself that meets the following dimensions:

**Layout:** Horizontal

**File size:** 2mb minimum

**Background:** Clear and blank wall (no background decoration)

**Placement:** Stand in the center of the frame. Take the photo from waist up and leave some space above your head

**Dress code:** Traditional graduation regalia or formal attire ([click here](#) for graduation regalia ordering information). **Please note: if you wish to wear your regalia for your photo in the video, you will need to place your order with SSI no later than March 31.**

- Save this image with the following naming convention:

College, major, full name with capitals, and full ID number, e.g.,  
CAAD\_VIS\_AhmedSaif\_b00038675

- Submit this image using the [Google form](#) by 5:00 p.m. on May 19, 2021.

If you have any questions regarding the video, please email [media@aus.edu](mailto:media@aus.edu).

You will be receiving further email from us soon regarding additional ways we plan on celebrating your graduation and what we need from you to help us do this, so please keep on checking your email.

Thank you for understanding and cooperation. Once again, we congratulate you as you near the end of your degree.

Office of Strategic Communication and Marketing