

## Conferring Office Information

All information relating to Conferring is available at [Maynooth University Conferring Office](#)

- The above link will cover the following questions:
  - How long is the conferring ceremony?
  - Where can I view my ceremony?
  - When will I receive my degree parchment?
  - How do I order a copy of my degree parchment in English?
  - How do I obtain a copy of my degree parchment in Latin?
  - What language is my degree parchment written in?
  - Is it possible to request a copy of the Conferring Booklet?
  - I am taking Autumn Supplemental/Resit examinations. When will I graduate?

When will Conferring taking Place?

**March 2022** - Tuesday 15th March 2022 & Wednesday 16th March 2022.

**September 2022** - Friday 2nd September, Tuesday 6th September, Wednesday 7th September, Thursday 8th September & Friday 9th September 2022.

**November 2022** – Dates to be confirmed. Please see the link to the [Conferring Office](#) for further Information.

2020 and 2021 Graduates who were conferred in virtual ceremonies can attend their Conferring in June 2022.

The University is committed to offering an on-campus ceremony to students who were conferred virtually in 2020 and 2021. Planning for these ceremonies is currently underway; originally intended for January 2022, they have been rescheduled due to the public health guidance and are now anticipated to take place from Tuesday 07 June 2022 to Saturday 11 June 2022.

All ceremonies will be live streamed online for those who are unable to attend. 2020 and 2021 graduates were emailed in late November/early December formally advising them that the January 2022 event is being moved to June 2022.

Once the Schedule of Ceremonies has been finalised in March 2022, all graduates will receive an email from the Conferring Office providing them with details of their on-campus event. Information will also be updated on the Conferring Office webpages when it is available.

**To register for the June 2022 event:**

- All graduates who wish to attend an on-campus ceremony in June 2022 **must** complete this [MS Form](#) by Wednesday 23 March 2022.
- Note that we have extended the original 01 December deadline to 23 March 2022. If you have already submitted a response for January 2022, there is no need to resubmit a form as we will work off the same list.
- The planning for each ceremony will be based on the responses received. This means that any graduate who does not complete this form by the deadline will not be included in the ceremonies in June 2022.

**Gown Hire:**

Phelan Conan Ltd are the official robe-makers to Maynooth University (telephone: +353 1 4295300, e-mail: [info@phelanconan.com](mailto:info@phelanconan.com)).

Any student who wishes to hire a gown for their ceremony can contact Phelan Conan, the official robe maker to Maynooth University, or by clicking on the following link [www.phelanconan.com](http://www.phelanconan.com)

Is there a photographer available?

Lafayette Photography are the official photographers for Maynooth University. If a student wishes to organise professional photography for their ceremony can find further information at [www.lafayette.ie](http://www.lafayette.ie) or email the company at [info@lafayette.ie](mailto:info@lafayette.ie)

**After Conferring:**

Graduates will receive their degree parchment through the post approximately 3 weeks after conferring ceremonies have taken place. Parchments will be sent to the Home Address which the University has in its records for you.

If you have moved address, please contact the records office at [records.office@mu.ie](mailto:records.office@mu.ie) from your mu email noting your student ID and advise them of your current address.

Your degree parchment is written in Latin.

You can order a copy of your parchment in Latin or English by downloading the [NUI application form](#). The cost is €50 per parchment.

I moved location recently, how do I ensure I receive my parchment?

Students should contact the Records & Registration Office to advise them of your change of address [records.office@mu.ie](mailto:records.office@mu.ie)

How do I order an Academic Transcript?

If you would like to order an Academic Transcript, you can request one by completing the form [here](#).