

Complete Policy Title:
Hooding at Convocation

Policy Number (if applicable):

Approved by:
Senate

Date of Most Recent Approval:
May 14, 2008

Date of Original Approval(s):
December 8, 2004

Supersedes/Amends Policy dated:
December 8, 2004

Responsible Executive:
University Registrar

Enquiries:
[Policy \(University Secretariat\)](#)

DISCLAIMER: *If there is a Discrepancy between this electronic policy and the written copy held by the policy owner, the written copy prevails*

The hooding of graduands at Convocation is the responsibility of the University Registrar. Except in the following circumstances, the University Registrar will hood graduands.

For graduate students:

- At the written request of the graduating student, doctoral supervisors and Master's thesis advisers will be invited to hood their candidates.
- Supervisors and advisers will be informed of the student's request and asked to respond to the Office of the Registrar's invitation at least three business days before the relevant Convocation ceremony.
- In the Convocation invitation of members of faculty, the Office of the Registrar will notify members of faculty that they may request to hood an immediate family member who is a graduate candidate.
- Only individuals holding academic rank at McMaster University or members of the Chancellor's procession will be permitted to hood graduate candidates.
- With the exception of visiting faculty who are members of the Chancellor's procession (e.g. visiting chancellors, vice-chancellors, etc.), visiting faculty may not hood graduate candidates but will be invited to be a part of the Academic Procession.

For undergraduate students:

- In the Convocation invitation to members of faculty, the Office of the Registrar will notify members of faculty that they may request to hood an immediate family member who is an undergraduate candidate.
- Members of faculty wanting to hood a member of their immediate family must inform the Office of the Registrar at least three business days before the relevant Convocation ceremony.
- Only individuals holding academic rank at McMaster University or members of the Chancellor's procession will be permitted to hood undergraduate candidates.
- With the exception of visiting faculty who are members of the Chancellor's procession (e.g. visiting chancellors, vice-chancellors, etc.), visiting faculty may not hood undergraduate candidates but will be invited to be part of the Academic Procession.