

# Official Graduation Ceremony Invitation

*With Confirmed Guest List*

**Date:** Saturday, June 22, 2024

**Time:** 10:00 AM - 1:00 PM

**Venue:** Grand Hall, University Convention Center, 123 Scholar Avenue, Cityville

**Dress Code:** Formal / Academic Regalia

Dear Esteemed Guest,

On behalf of the University Board and the Organizing Committee, it is our pleasure to formally invite you to attend the **2024 Graduation Ceremony**. This event will honor our graduates' remarkable achievements and mark the beginning of their new journeys.

Kindly find below the confirmed guest list for your reference. Your cooperation in confirming attendance and adhering to the seating arrangements will greatly facilitate a smooth and memorable occasion.

## Confirmed Guest List:

- Dr. Emily Carter – University President
- Prof. Jacob Ling – Dean of Academic Affairs
- The Graduating Class of 2024 (names on file)
- Ms. Amy Roberts – Valedictorian
- Mr. Mark Andersen – Alumni Representative
- Mrs. Sylvia Grant – Parent Representative
- Hon. Lisa Villanueva – City Mayor (Guest Speaker)
- Mr. Paul Williams – Board of Trustees Chairperson
- Family Members of Graduates (registered attendees)
- Invited Dignitaries and Special Guests

Please RSVP by **June 10, 2024** to ensure your place at this special event.

For inquiries, contact the Organizing Committee at [graduation@university.edu](mailto:graduation@university.edu) or (555) 123-4567.

We look forward to celebrating with you!

Sincerely,  
Graduation Ceremony Organizing Committee  
University of Cityville