



June 21, 2026

CUE- SA003GL

THE CATHOLIC UNIVERSITY IN ERBIL

Graduation Guidelines

Related Policy: Graduation Policy (SA003)

Related Procedure: Graduation Procedure (SA003PR)

Responsible Office: Students Affairs/Events and Ceremonies Committee

I. PURPOSE

These guidelines provide standards and practices for organizing commencement exercises at the Catholic University in Erbil (CUE), including ceremony coordination, graduation materials, academic regalia, and discipline-specific colors. These guidelines support consistent implementation of the Graduation Policy (SA003) and Graduation Procedure (SA003PR).

II. COMMENCEMENT COORDINATION

The Events and Ceremonies Committee coordinates commencement exercises in collaboration with the Enrollment and Registration Office, colleges, and departments.

The Events and Ceremonies Committee:

- a. receives confirmation from the Enrollment and Registration Office that graduates are officially approved;
- b. coordinates with the Enrollment and Registration Office to obtain the final approved graduate list;
- c. plans and organizes the annual commencement exercises held at the beginning of the Fall Semester;
- d. communicates with colleges and departments regarding participation in commencement exercises; and

e. conducts the commencement ceremony according to CUE standards and applicable procedures.

III. GRADUATION REGALIA AND CEREMONY MATERIALS

The Events and Ceremonies Committee collaborates with regalia suppliers to ensure quality and consistency of graduation attire.

Graduation regalia and ceremony materials should follow the University's approved standards, including:

- a. graduation gowns and discipline-specific colors;
- b. printed commencement programs;
- c. official photographs; and
- d. graduation visuals and related ceremony materials.

Official college and discipline colors should be used consistently across graduation materials.

IV. DISCIPLINE-SPECIFIC COLOR GUIDE

College	Department	Color & HEX	Justification
CUE	-	Dark Blue (#030343)	
College of Arts	Digital Media; Oriental Studies and Comparative Religions; English Language	White (#FFFFFF)	Traditional academic color for arts, letters, and the humanities
College of Economy & International Relations	Accounting; Business Management; Economics and Finance ; International Relations and Diplomacy	Gentle Brown (#b09575)	Traditional academic color for commerce, business, and accountancy
College of Information Technology and Computer Sciences	Information Technology and Computer Sciences ; Artificial Intelligence	Elegant Gold (#e9b600)	Traditional academic color for the sciences, encompassing computer science, information technology, and artificial intelligence.
College of Engineering	Architecture Engineering ; Civil Engineering	Brown (#9d603e)	Traditional academic color for architecture, evoking the earth and the materials of the built environment

College of Health Sciences	Medical Laboratory Sciences	Shiny Red (#e93e3f)	Red symbolizes health, vitality, and the life sciences, evoking blood and the medical cross Viewers of this file can see comments and suggestions
College of Pharmacy	N/A	Philippine Green (#0b8542)	Established academic color for pharmacy, symbolizing healing and the herbal/medicinal origins of the discipline.
College of Nursing	N/A	Orange/Vivid Tangelo (#f37429)	Traditional academic color for nursing, symbolizing care, warmth, and compassion.

V. COMMENCEMENT RECORDS

The Events and Ceremonies Committee maintains appropriate commencement-related documentation, which may include:

- final approved graduate list;
- commencement event plans;
- regalia supplier coordination records;
- printed programs and ceremony documentation;
- official photographs and graduation visuals; and
- other event records.

VI. CERTIFICATE AND TRANSCRIPT RECORDS REQUEST FEES

1. A MHE-approved graduation confirmation letter may be requested by a student and only requires the signature of the President, the seal of CUE, and the stamp of MHE. The stamp of MHE must be requested personally by the student from MHE after receipt of the simple graduation confirmation letter. Such a stamp costs **IQD 30,000**. CUE is not responsible for delays in MHE stamping or issuance.
2. Students must pay **IQD 60,000** for their graded graduation certificate (transcript) in Kurdish, Arabic, or English. All text on the certificate template must be in the language requested by graduates, rather than having multiple languages on the same certificate template (Conditions and Standards for Enrolling Students, 9.7).
3. When graduates request a second or additional copy of the transcript or certificate in Kurdish, Arabic, or English, the graduate must pay an additional fee of **IQD 15,000** per transcript or graduation certificate (Conditions and Standards for Enrolling Students, 9.8).