

# Academic Dress

## UPR AS01 version 04.0

### Policies superseded by this document

This document replaces version 03.0 of UPR AS01, with effect from 1 September 2020.

### Summary of significant changes to the previous version

This document has been updated to reflect changes to the descriptive material used to create the academic dress.

### Glossary

A glossary of approved University terminology can be found in [UPR GV08](#).

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## 1 Introduction

The following regulations have been approved by the Academic Board<sup>1</sup>.

## 2 Regulations

- 2.1 All graduates and diplomates of the University will be entitled to wear academic dress as set out in the Schedule Attached to Regulations Relating to Academic Dress (see section 3).
- 2.2 Members of staff of the University who are graduates of another institution will be entitled to wear the academic dress prescribed by that institution on any occasion where the wearing of academic dress is prescribed by the University of Hertfordshire. Alternatively they may on such occasion wear the academic dress of the University of Hertfordshire prescribed for the nearest equivalent qualification.

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<sup>1</sup> See **Academic Board Minutes**: 217.11, 24 June 92; 312.6, 1 December 93; 674.3, 10 March 99; 769, 4 October 2000; 43, 10 March 04, 123.3, 10 November 04 ; 335.2, 8 November 06; 123.7, 14 March 2012.

- 2.3 Members of the Alumni Association who hold qualifications which included a substantial proportion of study at Hatfield Polytechnic, Hatfield College of Technology or Hatfield Technical College will be entitled to wear the academic dress of the University of Hertfordshire prescribed for the nearest equivalent qualification.
- 2.4 The University prescribes academic dress for certain of its officers as set out in the Schedule Attached to Regulations Relating to Academic Dress (see section 3).
- 2.5 The University's academic dress will be worn at Graduation ceremonies in accordance with the Schedule Attached to Regulations Relating to Academic Dress (see section 3).
- 2.6 The University will appoint an official robe maker from time to time who will advise on matters relating to robes and will be the sole source of supply to the University.
- 2.7 Following consultation with the Vice-Chancellor, the Secretary and Registrar may from time to time make recommendations to the Academic Board for a formal approval to amend the Schedule Attached to Regulations Relating to Academic Dress (see section 3).
- 2.8 Persons whose entitlement to wear the academic dress of the University of Hertfordshire predates the current version of the Schedule may continue to wear the academic dress that was previously prescribed for them; however graduates and diplomates of the University when being presented at Graduation ceremonies in academic dress shall wear the University's academic dress as currently prescribed (see section 3).

### **3 Schedule attached to regulations relating to Academic Dress**

- 3.1 The University of Hertfordshire prescribes academic dress for its graduates (including diplomates), and for certain of its officers.
- 3.2 Graduates (including diplomates) of the University wear academic dress consisting of gown, cap and (on solemn or festive occasions) additionally a hood, prescribed as follows.
- 3.3 All gowns are worn 8" off the floor.
- 3.4 The Bachelor's gown is made of black stuff with facings down each side in front, a gathered yoke at the back, and long open sleeves falling at the back to a point hanging the length of the gown. The front of the sleeve is gathered up to the elbow, pleated and fastened with a black button and cord.
- 3.5 With this gown is worn or carried a black cloth trencher with a black button and tassel.

- 3.6 The Bachelor's gown is worn by the holder of any qualification at diploma or first degree level (including graduate or post-graduate diplomas, integrated Master's first degrees such as the MEng, and foundation degrees).
- 3.7 Other undergraduates, on any occasion when they are required to wear academic dress, may wear the Bachelor's gown without a hood.
- 3.8 The Master's gown is made of black stuff with facings down each side in front, a gathered yoke at the back, and long closed sleeves hanging the length of the gown and cut square at the base, with a horizontal armhole slit at the level of the elbow.
- 3.9 With this gown is worn or carried a black cloth trencher with black button and tassel.
- 3.10 The Master's gown is worn by the holder of any postgraduate or post-experience Master's degree (including research qualifications such as MPhil).
- 3.11 Doctors in undress wear the Master's gown. With their hoods, Doctors may wear a full dress robe instead of the undress gown.
- 3.12 The robe for an initial doctorate (such as the PhD) is made of crimson cloth with 5" facings of purple silk damasked with the University Arms down each side in front, a gathered yoke at the back, and open bell shaped sleeves hanging to the wrist, trimmed inside and out with a 5" cuff of purple silk damasked with the University Arms.
- 3.13 With this robe is worn or carried a black cloth bonnet with a grey cord and tassel.
- 3.14 The robe for a higher doctorate is made of purple cloth with 5" facings of white Chelmsford damask down each side in front, a gathered yoke at the back, and open bell shaped sleeves hanging to the wrist, trimmed inside and out with a 5" cuff of white Chelmsford damask.
- 3.15 With this robe is worn or carried a black velvet bonnet with a grey cord and tassel.
- 3.16 The hoods for all degrees (including diplomas) are traditionally made in an Aberdeen full shape, and worn flourished (ie with the cowl edge turned back so as to display the lining).
- 3.17 The shell (ie outer body) of all hoods is made of cloth in a distinctive shade of university grey.
- 3.18 The hood for an undergraduate diploma is lined with grey silk damasked with the University Arms. The hood for a graduate or postgraduate diploma is lined with grey silk damasked with the university Arms and faced (ie trimmed on the lining side of the cowl edge) with 1" purple silk.
- 3.19 The hood for a foundation degree or equivalent award is lined with grey silk damasked with the university Arms and faced with 1" white silk. The hood for a Bachelor's degree is lined with white silk damasked with the University Arms. The hood for an integrated Master's degree is lined with white silk damasked with the University Arms and faced with 1" purple silk.

- 3.20 The hood for all postgraduate or post-experience Master's degrees other than MPhil is lined with purple silk damasked with the University Arms.
- 3.21 The hood for an MPhil is lined with purple silk damasked with the University Arms and faced with 1" crimson silk.
- 3.22 The hood for an initial doctorate is lined with crimson silk damasked with the University Arms and faced with 1" purple silk.
- 3.23 The hood for a higher doctorate is lined with purple silk damasked with the University Arms and faced with 2" white Chelmsford damask.
- 3.24 The University Visitor has the dignity of a higher doctor of the University and is entitled to wear the dress prescribed for that degree.
- 3.25 The Chancellor wears a gown made of royal blue or of purple Chelmsford silk damask. The gown has facings down each side in front, a flat collar at the back and long closed sleeves hanging the length of the gown and cut square at the base, with an armhole in the shape of an inverted 'T' at the level of the elbow. The gown is trimmed down the facings, around the collar and across the bottom of the sleeves with 2" wide silver lace in oakleaf pattern and around the armhole with 1" wide silver oakleaf lace. Each sleeve is decorated beneath the armhole with four evenly spaced chevrons of 2" silver oakleaf lace in the shape of an inverted 'V'.
- 3.26 With the Chancellor's gown is worn a black velvet trencher with silver button and tassel, trimmed around the skull cap with 1" silver oakleaf lace.
- 3.27 The Pro-Chancellor on ceremonial occasions wears a gown similar to the Chancellor's gown but without the four chevrons of lace on the sleeve.
- 3.28 With the Pro-Chancellor's gown is worn a black velvet trencher with silver button and tassel.
- 3.29 Fellows of the University wear a gown made of University grey cloth, with long closed sleeves hanging the length of the gown and cut square at the base. The armhole is the shape of an inverted 'T' at the level of the elbow and is trimmed outside with one inch purple cloth. The gown has a flap collar at the back made of purple cloth and facings down each side in front made of purple cloth and trimmed down the outer edge with two inches of white Chelmsford damask.
- 3.30 The Vice-Chancellor on ceremonial occasions wears a gown similar to the Chancellor's gown but made of dark blue Chelmsford silk damask and trimmed with gold oakleaf lace.
- 3.31 With the Vice-Chancellor's gown is worn a black velvet trencher with gold button and tassel.
- 3.32 A Deputy Vice-Chancellor (or any other person acting in substitution for the Vice-Chancellor) on ceremonial occasions wears a gown similar to the Pro-Chancellor's gown but made of dark blue cloth and trimmed with gold oakleaf lace.

- 3.33 With this gown is worn a black velvet trencher with gold button and tassel.
- 3.34 The Secretary and Registrar (or any person acting in substitution for the Secretary and Registrar) on ceremonial occasions wears a gown similar to the Pro-Chancellor's gown but made of dark blue cloth and trimmed with silver oakleaf lace.
- 3.35 With this gown is worn a black cloth trencher with silver button and tassel.
- 3.36 On ceremonial occasions, persons acting as official ushers/stewards wear, without cap or hood, a gown made of grey or purple stuff with facings down each side in front, a gathered yoke at the back and long open sleeves falling at the back to a point hanging the length of the gown. The front of the sleeve is cut so as to hang just below the elbow.
- 3.37 There is no special form of academic dress for Pro Vice-Chancellors.

Sharon Harrison-Barker  
Secretary and Registrar  
Signed: **1 August 2020**

**Alternative format**

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