

## CPA Alberta Convocation Dinner & Dance – Frequently Asked Questions

Welcome to the profession! This document will provide answers to some questions you may have about the upcoming CPA Alberta Convocation Dinner & Dance. Note that the CPA Alberta Convocation event consists of two distinct parts: the Convocation Ceremony, where graduates are formally welcomed to the profession, and the Dinner & Dance, a chance to celebrate your success on the CFE with friends, colleagues and family. Reading the below FAQs will ensure you have the best possible experience at the Dinner & Dance!

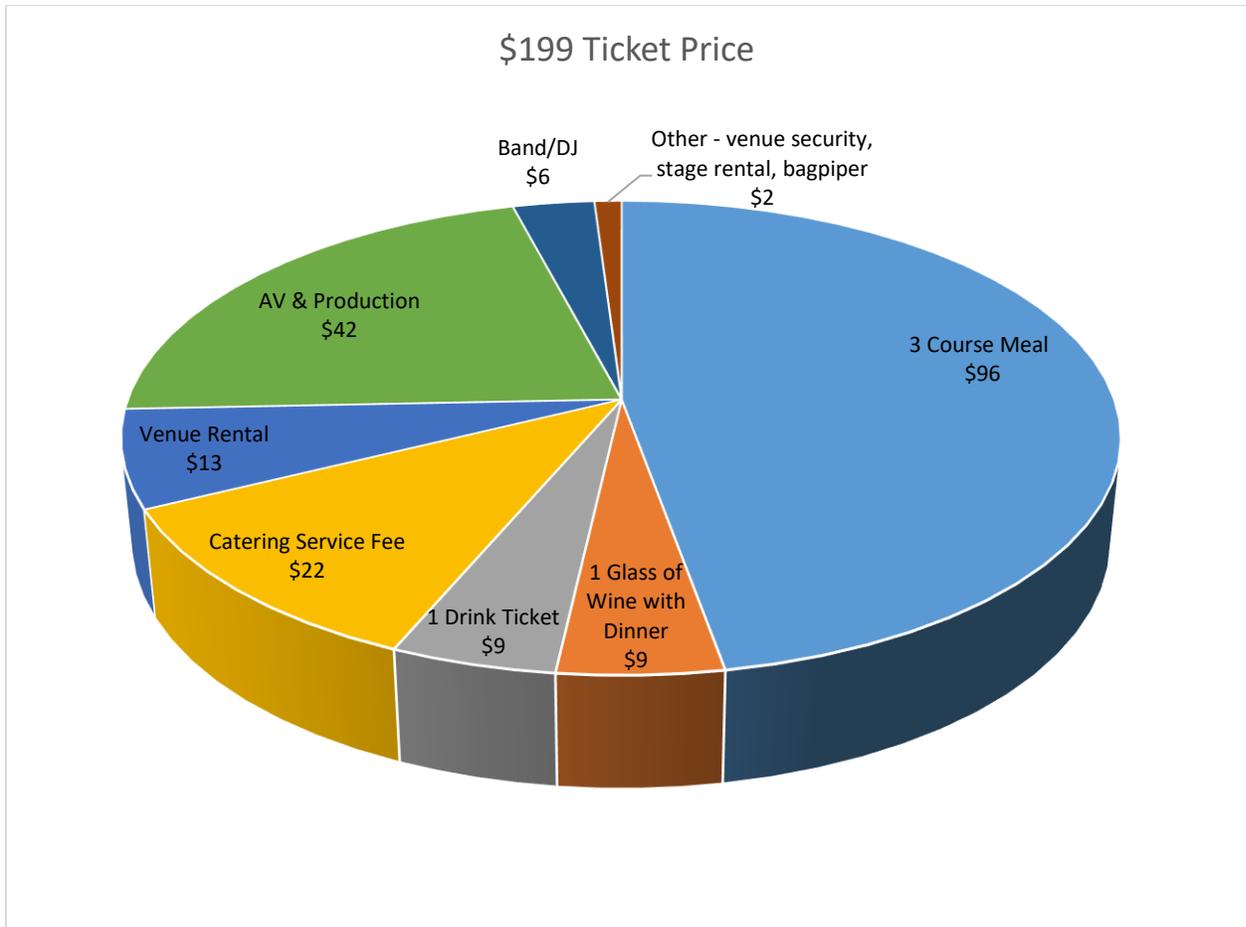
- 1) Must I have completed my practical experience hours in order to attend the Convocation Ceremony and Dinner & Dance?

No. To be part of the Convocation Ceremony and Dinner & Dance (that is, to be a graduate), you must be a successful writer of the Common Final Exam (CFE) written in September 2019. Completion of practical experience hours is not required to attend these events; however, these hours are required to apply for your membership and, once admitted, be granted the right to use the CPA designation.

- 2) What is the cost to attend the CPA Alberta Convocation Dinner & Dance?

Each graduate receives two complimentary (free) tickets to the dinner and dance: a ticket for themselves and a guest (total value: \$398+ GST). Each ticket provides a plated three-course meal, one drink ticket per person, a glass of wine with dinner, entertainment, and dancing. Graduates must register to receive their two free tickets.

Additional tickets are available at \$199 each + GST, which goes towards the costs of food, beverages, catering service, venue rental, AV & Production, entertainment and other items, as shown in the pie chart below. Many other costs, as well as the two complimentary tickets for each graduate, are subsidized by CPA Alberta and sponsors.



### 3) Where do graduates register for Convocation Dinner and Dance tickets?

Graduates will have received an email invitation to register. We encourage graduates to register using the RSVP link within the email. General registration can be done on [this page](#). Each ticket is \$199 (+ GST), and provides a plated three-course meal, a drink ticket, a glass of wine with dinner, entertainment, and dancing.

**If a graduate is with a large organization with many graduates, the organization's student contact may be registering the graduate and other graduates as a group for the organization. Graduates should check with their student contact first before registering for the Dinner & Dance individually.** Failure to do so may result in the graduate being registered twice, which complicates table assignments. Graduates may be inadvertently excluded from his/her colleagues if they register separately.

If a graduate wants to sit at a different table than his/her employer organization, or the graduate isn't with an organization that is registering graduates as a group, the graduate can register for up to two complimentary tickets for himself/herself and a guest using the RSVP link within the email invitation. Again, additional tickets can be obtained by visiting [this page](#).

- 4) What does a graduate do if they want to sit with a specific organization or table, which may not be their employer, at the Dinner and Dance?

If a graduate wants to sit with a specific firm or other organization's table, he or she will need to contact the organization directly, and speak to the person organizing the tickets and seating for that organization.

Please note: If a graduate makes a seating request during registration, we can only endeavor to try to assign seats or a table close to the requested firm. **We cannot guarantee seating requests.**

- 5) When do the tickets for the Dinner & Dance get provided?

Tickets to the Convocation Dinner and Dance will **NOT BE MAILED OUT** this year. Instead, all of those who registered for tickets (organization contacts who registered their organization's party as a group as well as individuals or guests who registered and/or purchased tickets themselves) will receive an email with table assignments a week prior to the event. This email will be sent to the email address provided during the registration process.

When the email with table assignments is received, the information should be shared with all members of the party so they know what table they have been assigned to. All tables at the Convocation Dinner & Dance will be numbered.

- 6) Why are tickets for the Dinner & Dance priced at \$199?

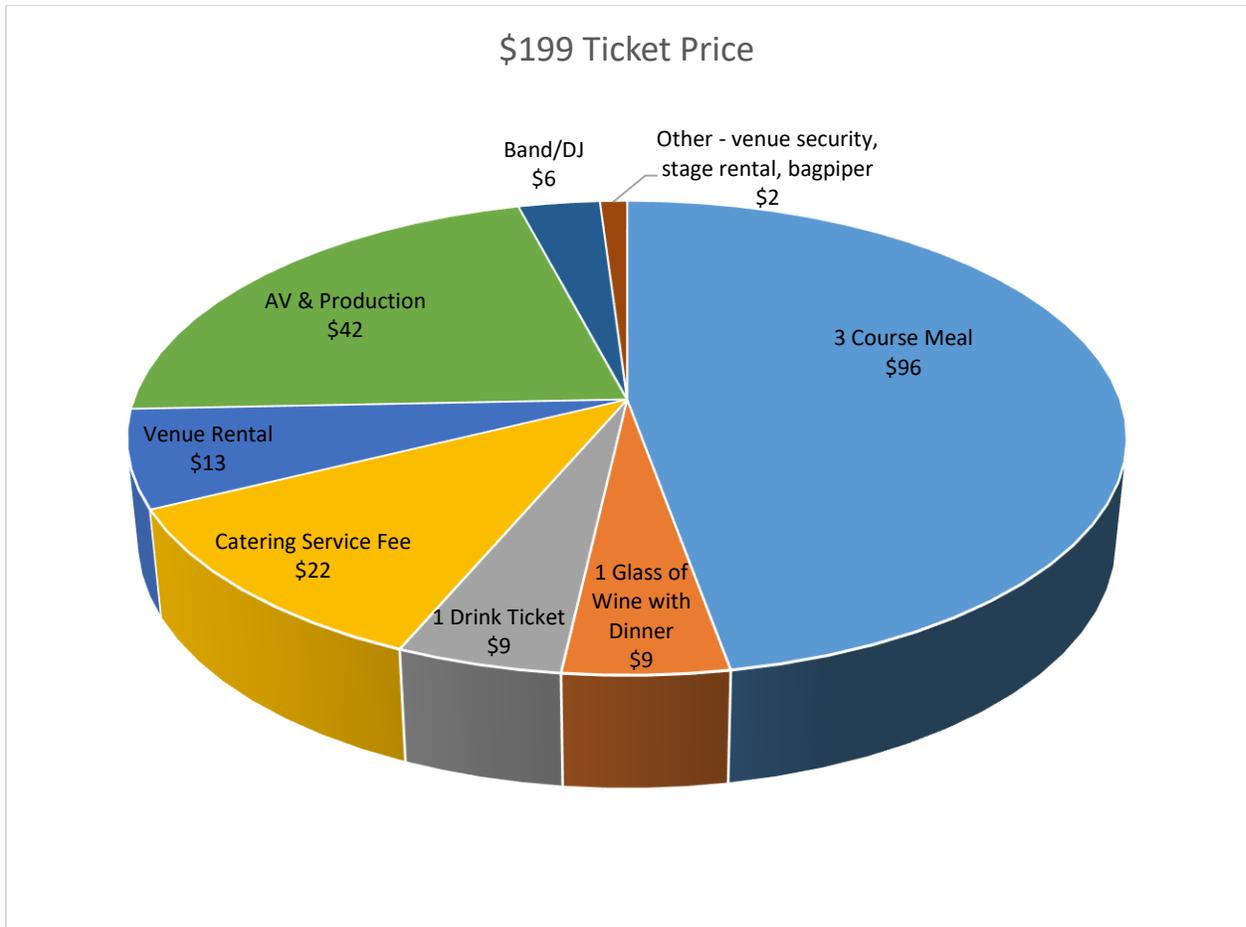
CPA Alberta wants graduates to have the best possible graduation experience and make the convocation event as memorable as possible while organizing an event that befits the professionalism of the CPA profession. Doing so results in a number of costs, some of which must be passed along to guests.

To ensure all graduates are able to attend their graduation event without worrying about the costs, CPA Alberta provides each graduate two complimentary tickets (value of \$398 + GST).

The guest ticket prices offset the cost of food, beverages, catering service, venue rental, AV & Production, entertainment (Band & DJ), and other items, as shown in the pie chart below.

Many other costs (e.g., photo booth & décor along with the two complimentary tickets for each graduate) are subsidized by CPA Alberta and sponsors.

CPA Alberta takes great pride in planning, organizing, and hosting this extraordinary event. We want to provide an opportunity for graduates to celebrate with their friends and family in a well-established and respected venue, while enjoying a plated dinner service and quality entertainment.



7) Are there any discounts available?

Although each successful graduate can register for up to two complimentary tickets for the event, there are no individual, child, or group discounts available.

8) Are there any other costs at the event?

All attendees should consider the cost for parking (visit this [page](#) for Calgary, and this [page](#) for Edmonton).

The cost for drinks at the cash bar will range from \$8 and up. The drink prices are set by the venue; CPA Alberta has no control over the cost.

There will also be an opportunity for photos at the CPA Education Foundation Photo Booth, which provides one free picture per graduate. There is a \$5 dollar charge for any additional photos at the photo booth. All proceeds from the photo booth go towards the CPA Education Foundation, a non-profit foundation that supports accounting and business education across the province.

9) What is the dress code for the event?

This is a formal event. Women can wear cocktail dresses, elegant pant suits, or ball gowns. Men should wear dark suits or tuxes.

10) Are babies, infants, or children allowed at the Dinner and Dance?

Although the dinner and dance is an adult-oriented event (with no planned children's activities or meals), the whole family is invited to enjoy the celebration with graduates. If guests are bringing a baby or infant and require an extra seat or highchair, we will need to be advised via the online registration in the **special requirements** box. **Please keep in mind that tickets will need to be purchased for children 24 months or older.**

11) What is the program for the evening?

Registration and mingling will begin at 6:00 p.m., followed by the program and dinner starting at 6:50 pm. The small formal portion of the evening starts with the Graduate March at 6:50 p.m. Meal service will commence at approximately 7:15 p.m., and should be completed at approximately 8:45 p.m. Shortly after, the dance will start. The CPA Education Foundation (CPAEF) Photo Booth will also open at this time.

**Please keep in mind that this is one of CPA Alberta's biggest events of the year; expected attendance ranges from 1,500 to 2,000 attendees. Please be patient as waiting for service or standing in line will be normal at the event.**

12) What is the Graduate March at the Dinner and Dance?

Prior to the start of the program at 6:50 p.m., graduates are encouraged to line up for the Graduate March, where graduates will be piped-in to the Dinner & Dance by a professional bagpiper. **Graduates may** need to pick-up their tickets, check coats, find their table (all tables will be numbered), have a drink, and go to the bathroom before lining up for the march.

The Graduate March heralds each graduate's achievement in a traditional way. The piping-in ceremony will be led by Scottish-style bagpipes, which represents the profession's origins.

**In order to participate in the march, graduates should ensure they arrive on time.**

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13) What is expected of the graduate participating in the Graduate March?

Graduates should arrive no later than 6:15 p.m. They will be prompted to lineup by 6:40 p.m., and will be directed where to assemble prior to the Graduate March. **Graduates must be assembled by 6:40 in order to participate in the march.**

At approximately 6:40, graduates will be directed into two single-file lineups. Then, graduates will wait in line until the cue to start the march is given. At that time, a CPA Alberta staff member in front of each row will start to march. Graduates need to simply follow the person in front of them as the line of graduates works its way into and through the ballroom to the front of the room.

CPA Alberta staff in the ballroom will guide the procession. The two lineups will start from the back of the room, before marching through the middle aisle heading towards the dance floor.

Once there, staff will direct graduates to stage left or right. Graduates will be asked to stand facing the audience with their backs towards the stage. Graduates will remain standing for acknowledgment, and will be told when to go to their tables by the emcee.

14) What is expected from the graduates, graduate sponsors, and other guests?

The reception starts at 6:00 p.m. However, graduates should arrive no later than 6:15 p.m. to participate in the Graduate March (please see question #12 for more details on the Graduate March).

All other guests should have received a forwarded email from the person (main registrant) that registered the group with table assignments. The main registrant will receive an email that details table assignments one week prior to the event and will be asked to share it with their group. All tables at the event will be numbered.

The program will begin promptly at 6:50 p.m. and run to approximately 7:15 p.m. At that time, a plated dinner service will start. Dinner will finish at approximately 8:45 p.m. Shortly after, the dance will start.

The CPA Education Foundation (CPAEF) Photo Booth will also open at this time. The photo booth provides one free picture per graduate, with a \$5 dollar charge for any additional photos. All proceeds from the photo booth go towards the CPA Education Foundation, a non-profit foundation that supports accounting and business education across the province.

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