



GRADUATING CLASS OF 2025

HONORING DEDICATION, RECOGNISING ACHIEVEMENT,
CREATING MEMORIES AND NEW BEGINNINGS.

YOUR MILESTONE. YOUR FAMILY'S LEGACY.



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Dear Graduates

CONGRATULATIONS TO ALL! IT'S GRADUATION TIME AGAIN.

The School of Accounting and Management/ SAM Caribbean Limited is pleased to announce its annual Graduation Ceremony at Hyatt Regency Trinidad on Tuesday, November 18th, 2025, at 6:00 p.m.

Graduation is a highly anticipated event for you, the graduate, and our team at SAM. Our past Graduation Ceremonies have been successful because of the cooperation of all graduates. We have arranged many special surprises to exceed your expectations.

All eligible students are invited to attend. Eligibility is dependent upon the achievement of the following criteria:

- Successful completion of all exams, assignments and dissertation
- Completion of all outstanding payments
- Approval granted by the respective University to proceed to graduate

You will receive a phone call from one of our Grad team members confirming your information. All future updates will be sent to your email account.

It is, therefore, imperative to familiarise yourself with the information in this booklet and all updates on www.samgraduation.com and our WhatsApp Channel <https://whatsapp.com/channel/0029Vb6xkOa6rsQpHQpwB62q>

Due to the high number of phone calls, please first email graduation@sam.edu.tt to make sure it's consistent.

We request that the deadline dates be strictly adhered to. Additionally, seats are distributed solely on a first-come, first-served basis. Once tickets are sold out, this will supersede the official ticket sales deadline date. Students unable to meet these deadline dates or obtain tickets will be placed in the next Graduating Class.

As our promise to you, we are committed to ensuring that you create many beautiful memories after you leave us.

See you on Graduation Day, and again, congratulations to all of you.

Yours sincerely
Dr Tricia Pirali
Vice President
Ext 104
tricia@sam.edu.tt

OUR PROMISE TO YOU

The Graduation Team at SAM Caribbean Limited is dedicated to serving you with excellence. This document shows your requests and essential information, carefully prepared to support a successful celebration. Over the years, we have organised many memorable graduations, each made possible through the partnership and commitment of our most valued stakeholders, you, our students. In return, you can expect every member of our team to treat you with respect and courtesy. I want you to know that your requests will be considered with fairness, attention to detail, and diplomacy.

As you close this chapter and step into the next, we hope you leave with cherished memories that inspire pride and joy. Your success is also our success; your achievement is our celebration. We are here to honour your journey, rejoice in your accomplishments, and share in the joy of this milestone moment.

Our Shared Commitment to Graduation Excellence

- Graduation is more than a ceremony: it is the celebration of your hard work, your journey, and the values we uphold together at SAM Caribbean Limited. To make this moment truly memorable, we ask you to:
- Respect & Celebrate Others: Show kindness and professionalism to every member of the Graduation Team and your peers.
- Be Prepared & Stay Informed: Read instructions carefully and check updates via your email and www.samgraduation.com.
- Honour Deadlines: Meeting timelines ensure a smooth and seamless experience for all parties involved.
- Communicate with Integrity: Provide accurate information and ensure that every interaction reflects courtesy, respect, and professionalism.
- Uphold Our Values: Protect the reputation of SAM Caribbean Limited by choosing positivity and avoiding slander, aggression, or derogatory remarks.

Together, let's make this graduation not just a milestone — but a lasting memory of pride, respect, and excellence.

AFTER YOU GRADUATE

- Alumni Association: Following the graduation ceremony, all graduates are automatically welcomed into the SAM Caribbean Limited Alumni Association. We encourage you to remain actively engaged by joining our Alumni Committee and fostering lifelong connections.
- Employment Opportunities: As a graduate, you are invited to consider joining our distinguished lecture team. Interested applicants may submit their Curriculum Vitae to idesk@sam.edu.tt.
- Share Your Feedback: We value your input. Please complete the Trace of Study survey at www.samgraduation.com, and feel free to send commendations, suggestions, or feedback to graduation@sam.edu.tt.
- Recommend SAM: Help us grow our community by recommending SAM Caribbean Limited as the #1 choice for tertiary education to your colleagues, family, and friends.



CEREMONY SCHEDULE

Ceremony Starts at 6:00 PM

Anglia Ruskin University

Undergraduate Degrees

- B.Sc. (Hons) Business Management
- B.Sc. (Hons) Business with Human Resource Management
- B.Sc. (Hons) Business with Marketing
- B.Sc. (Hons) Accounting & Finance
- B.Sc. (Hons) Banking & Finance
- B.Sc. (Hons) International Business Management
- B.Sc. (Hons) Applied Computer Science
- LLB - Bachelor of Laws



Anglia Ruskin University

Postgraduate Degrees

- Postgraduate Degrees
- MBA with specialised electives in:
 - Leadership, Entrepreneurship & Innovation
 - Human Resource Management
 - International Marketing & Brand Management
 - Project & Supply Chain Management
 - Finance, Big Data and Fintech
 - Energy Management - Sustainability, Oil and Gas
 - Strategic Health Care Management
- M.Sc. Cyber Security
- M.Sc. Information & Communication Technology (ICT)
- Master of Laws - LLM International Business & Commercial Law
- DBA (Doctor of Business Administration)

TICKETS

TICKETS GO ON SALE ONLINE: Sat 30th August 2025 on www.samgraduation.com

- All tickets will be issued as E-Tickets. These should be printed out.
- Each ticket has a unique barcode per attendee.
- All persons must present an E-Ticket.

DEADLINE FOR TICKET SALES:

Saturday 1st November 2025

- Students are initially allowed to purchase as many tickets as they wish, but seats are subject to availability.
- Tickets are issued on a first-come basis. Once they are sold out, the official deadline date is superseded.
- SAM advises students to purchase tickets early and well before the deadline to secure their preferences.
- SAM Caribbean Ltd reserves the right to limit tickets at any time (based on availability).
- **BOOK VIP FRONT-ROW SEATING FOR YOUR GUESTS (THIS INCLUDES ALL OF THE VIP OPTIONS ABOVE) - Call Sydney at 662-7811 ext 107 for pricing.**
- Children under the age of 2 are admitted free of charge to the ceremony, provided they are accompanied as lap children. There is no allocated seat.
- Children aged two and up must have their tickets and seats.

VIP (CEREMONY AND DINNER COMBO TICKET) *

After your Graduation ceremony, celebrate with friends and family in a festive and intimate setting with dinner. Dinner will follow immediately after the ceremony at the Hyatt Regency Trinidad, featuring live entertainment by Valerie Hill.

- Everyone, including the Graduate, must purchase tickets for the VIP option.
- The graduate ceremony option is not charged.

Online payments can be made at www.samgraduation.com

- Students who are ineligible or unable to attend Graduation 2025 will be listed in the Graduation listing for the following ceremony.
- All ticket sales are final; NO refunds or transfers will be given.

Although the Graduation Team have chosen a wide variety of food to meet most people's needs, we apologise to those whose dietary and allergy preferences these menu selections do not satisfy. We will be happy to recommend other places where you can have an equally delightful meal to your liking.



	STANDARD TICKET CEREMONY ONLY OPEN SEATING	VIP TICKET CEREMONY AND DINNER COMBO TICKET
GRADUATES	FREE CEREMONY ENTRY WITH GOWN PURCHASE	\$800.00
GUESTS	\$425.00	\$850.00

WHAT'S INCLUDED

WELCOME DRINK & CEREMONY LIVE ENTERTAINMENT	✓	✓
SEPARATE VIP CHECK-IN	✗	✓
RESERVED SEATING AT CEREMONY	✗	✓
SPECIALLY CURATED CHRISTMAS DINNER AT THE HYATT REGENCY TRINIDAD WITH COMMERATIVE GIFT	✗	✓
LIVE ENTERTAINMENT DURING DINNER: VALERIE HILL	✗	✓

TICKETS STANDARD & VIP



HYATT
REGENCY

TRINIDAD

7

Buffet Dinner Menu

Salads

Turkey Apple Pasta Salad

Christmas Mustard Potato Salad

Entrees

Braised Leg of Lamb with
Mint Jus Sauce

Chicken Fricassee,
Mushroom Thyme Cream Sauce

Roasted Broccoli &
Cauliflower Au Gratin

Cranberry Christmas Rice

Choice of Pastelle:
Chicken, Beef Or Vegetable Pastelle

Freshly Baked Selection of Breads

Desserts

Seasonal Sliced Fruits

Black Cake
with Ponche De Crème Sauce

Berries Cheesecake,

Tea, Coffee, Water and one fruit drink



HYATT
REGENCY

TRINIDAD



3 GOWNS

Each graduate is required to wear a gown on the night of graduation.

- **DEADLINE FOR ALL GRADUATION GOWN SALES:** midnight on Saturday, November 1st, 2025. No refunds or transfers will be given.
- **Gown sizes:** Once your order has been placed, a team member will confirm the gown size via email or phone. Please indicate if you require special sizes, such as Extra Large Fit, Extra Tall, or Small.

Distribution of Gowns (North Campus Only)

- **Friday 14th November 2025 from 10:00 am - 12:00noon**
- **Saturday 15th November 2025 from 9:00 am - 4:00 pm**

All gowns come with a packing list to ensure all parts are included.



GOWN PRICING

UNDERGRADUATE GOWN PRICES

- \$550.00

- Undergraduate gown prices include undergraduate robes and hoods.

POSTGRADUATE GOWN PRICES

- \$675.00

- Postgraduate gown prices include postgraduate robes and hoods.

DBA graduates: please call in for gown prices.

REHEARSAL



All graduates are invited to the rehearsal on Saturday, November 15th, 2025, at SAM's North Campus in the auditorium:

- **Meet & Greet Lime 4:30 pm - 5:40 pm**
- **Rehearsal 6:00 pm- 7:30 pm**



Please RSVP for the rehearsal by Saturday, November 1st, 2025, at graduation@sam.edu.tt. Complimentary light refreshments will be served, and entertainment will be provided. Join the excitement - **don't miss out on the fun!**

This is a highly informative and well-attended event. Due to limited seating capacity, only Graduates will be permitted into the hall. Items that will be addressed are:



- E-Ticket Check-in and check-out
- Regalia dress, hood, gown, etc. Assembly at the HYATT Regency, Groups/ Sections Walk-in - Walk-out
- Allocation of group leaders, Collection of Certificates, Bookings for the Photo session
- General Tips: Enter the stage, pose for the photographer for 5 seconds, shake hands with the UK delegate, and exit the stage.
- Fittings for Gowns
- Photo session packages, Questions Special Segment (this is our favourite part)



PHOTO

SESSION



Only Graduates attending the Graduation 2025 ceremony will be allowed to take their portrait

- Our official photographer, Personal Image Photo Studio (PIPS), has been contracted for the official Graduation Portrait session on:
 - **Saturday 15th November 2025**
9:00 am -12:00noon & 1:00 pm to 3:30 pm
- On Graduation Day, PIPS will photograph EVERY Graduate when they collect their certificate. However, only prepaid packages will be printed. Only Graduates attending the Graduation ceremony will be allowed to take their portrait on the stated date.
- This is usually a fully subscribed session; therefore, ONLY Graduates attending the ceremony will be permitted. NO EXCEPTIONS!
- Reservations are mandatory to attend this event. Reservations are booked every 10 minutes (Excluding the lunch break).
- Please download the photo package brochure at www.samgraduation.com

Due to hygiene concerns, graduates are required to wear their gowns for the official portrait session. Students are also advised to secure their gowns at all times. Replacement parts will not be available.

- Photographs taken during graduation, official photo sessions, ceremonies, rehearsals, and group photos may be used for future SAM marketing.
- Please let us know if you would like to opt out of your photos appearing in our materials.
- If you cannot attend this session and need to make alternative arrangements, please email graduation@sam.edu.tt. Prices differ for this option and are based on studio time.

For reservations, email: graduation@sam.edu.tt

TIPS FOR PHOTO SESSION

- What to wear? A white shirt with a collar frames the face nicely and captures your professional, distinctive appearance.
- Please ensure gowns are opened and steamed or pressed out in advance to remove any folded lines.
- To get that perfect picture, we recommend hair and makeup to be neatly done (this is a once-in-a-lifetime picture for some graduates)
- You will not be holding a scroll. (Remember, we want you to have that perfect Graduation picture)

ARRIVAL & ATTIRE

TIME OF ARRIVAL ON GRADUATION DAY

- **We would like to ask that Graduates arrive at least 1 1/2 hours before the ceremony.**
- Ceremony starts @ 6:00 pm sharp.
- You will need to present your ceremony ticket upon arrival.
- Graduates arriving late may not be able to participate in the seating assignment process. You will be instructed accordingly.

ATTIRE - FORMAL

- This is a special occasion and a celebration of success. The appropriate dress code for your special day is formal.



SEATING ARRANGEMENTS



- Standard ticket holders. Ceremony seating is OPEN for standard ticket holders.
- VIP -This category of seating is limited. These seats, located closest to the stage with excellent views, are reserved. *Parties per graduate are seated together for the same ticket type and are numbered. VIP and Standard ticket holders cannot sit together during the ceremony. A seating assignment will be distributed upon check-in. *For example, if you made three different purchases under the same graduate name, the total party will be allocated seating in the same ticket type. All purchases must be made by the specified deadline date.
- Only VIP ticket holders can be seated together. All other seating is open.
- Due to pre-planning, seating assignments cannot be changed on the day of the graduation ceremony. This excludes standard ticket holders.
- All guests must be seated promptly 20 minutes before the commencement ceremony.
- Once the procession has commenced, guests will be asked to wait until all graduates are seated.
- As a sign of respect to all Graduates, guests are asked to stay seated for the ceremony.
- Wheelchair disability access: Please let us know if this is required. Particular end seats are issued for these families. Please reach out to graduation@sam.edu.tt to make arrangements before the deadline date.
- Strollers are not permitted into the ceremony hall due to space limitations.
- Graduates are seated separately from their guests for the ceremony only. Dining ticket holders are seated together.
- SAM Caribbean reserves the right to request any child (or adult) to exit the auditorium during the ceremony if they are distracting or making disruptive noise. Refunds will not be issued. Children under five are not permitted to sit in the 1st five rows of the auditorium.
- Guests who do not conduct themselves in an orderly manner will be asked to leave without a refund.

PROGRAMMES, CERTIFICATES INSTAGRAM BOOTH, VALEDICTORIAN



9. PROGRAMMES

- An e-programme giving the order of proceedings at the ceremony and a complete list of all graduates will be available for download.

10. CERTIFICATES

- On Graduation night, all graduates will receive a participation certificate, which is different from the one awarded by the University.
- Official University Certificate - Once received from the respective university, the student will be given the option to collect it. Students must pay all tuition UK fees in full to collect certificates. Please satisfy the above requirement to avoid delays in Certificate distribution.

11. INSTAGRAM BOOTH

- This will be available for your use at the Hyatt Regency Trinidad.

12. VALEDICTORIAN

- Valedictorian nomination: If you think that any of your classmates would be an exemplary representative for the Valedictorian for the Class of 2025, please send in your nominations to graduation@sam.edu.tt

13 OVERSEAS INCLUDING 16 TOBAGO STUDENTS, HOTELS NEARBY, RESULTS, COMMUNICATION

13. OVERSEAS AND TOBAGO STUDENTS

We are excited that you are joining us and taking the time to travel to the event. If you need help with last-minute registrations, transportation, etc. Please contact graduation@sam.edu.tt

Online and call-in Phone order: You can pay over the phone. Please have your credit card for this option. Payments can also be made in US\$ and BTC.

14. HOTELS NEARBY

Students may stay at the Hyatt overnight, as we anticipate securing a discount code.

15. RESULTS

We are aware that some students receive results the week before Graduation. As soon as you receive these results, please get in touch with graduation@sam.edu.tt to obtain your tickets. This service is only applicable to this group of students.

16. COMMUNICATION

- All communication about Graduation Via SAM Caribbean Limited will be posted on **www.samgraduation.com**
- If you are unable to reach us by phone, please email graduation@sam.edu.tt. At this time of year, our telephones are very busy. The cut-off date for all communication is Saturday, 1st November 2025.
- We have experienced many returned emails to our SAM accounts, either because the recipient's account/ inbox is full or because they are rejected due to our security firewalls. Please ensure you check and clear your email boxes regularly.

Contact us:

- Sydney Gittens 663 6681 Ext 107
graduation@sam.edu.tt
- Tricia 663 6681 Ext 104 **tricia@sam.edu.tt**



DRESSING ROOM/ PRE-FUNCTION ASSISTANCE SAM STAFF



17. DRESSING ROOM/ PRE-FUNCTION AREA

- Only graduates are permitted into this area.
- Each graduate is given a ticket; please ensure you keep it with you.
- You are invited to bring your gown, hairpins, and clips or come dressed in your graduating attire.
- After changing into Graduation regalia, graduates must proceed to the Waiting area. Located here are Groups/Sections. Please review your group and location number. This location number is the position you will be standing.
- Please assemble in your Group 30 minutes before the ceremony.
- Please stay in your sections. Sections will be listed according to the programme/pathways you have completed. e.g., DBA: General Management, ARU Management, HRM, etc.
- Graduates may be organised to stand in a line in the hallway. Please stay in this straight line, as staff will be using the walkways.
- You will be instructed on important information by the SAM staff.
- At this time, please keep noise levels and conversations to a minimum.
- There will also be an Information Desk for any questions.



18. ASSISTANCE SAM STAFF

- Our Grad T-shirts will identify SAM staff. Please be patient with our staff. Some staff members are explicitly contracted for this particular event. If you have any more questions, please use the SAM information desk's services.

MOBILE PHONES ON GRADUATION DAY

19. MOBILE PHONES

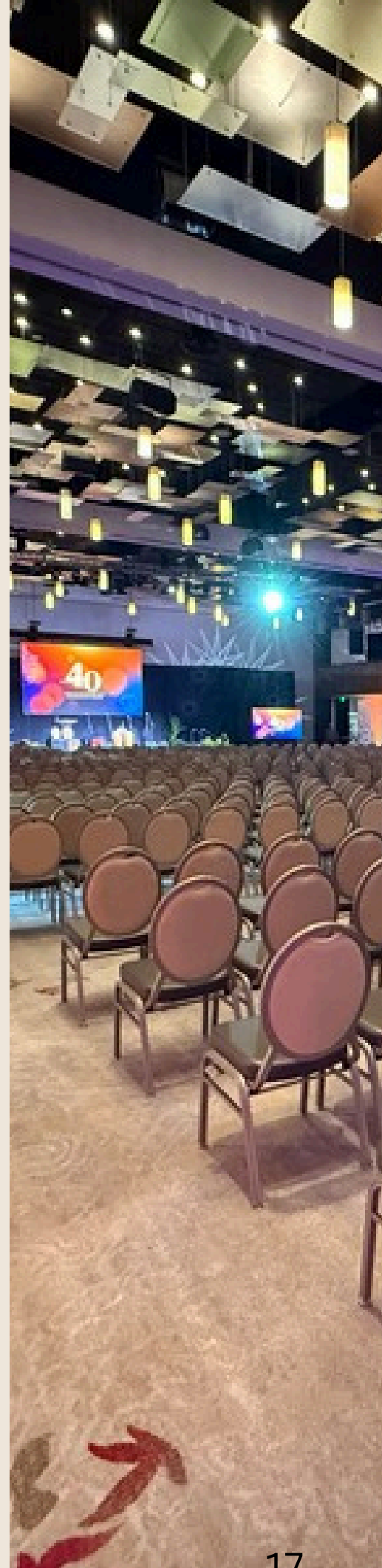
- **Please ensure that all mobiles and other electronic devices are turned off or placed on vibrate mode during the ceremony. The ceremony is also recorded for television production.**

20. ON GRADUATION DAY

- Graduates are requested to arrive early. Your family/ friends may come at a separate time from you.
- You'll need to be ready at least 1 hour before the ceremony starts.

WALK IN:

- It is customary for the University representatives to walk in first, followed by the graduates, who enter the ballroom accompanied by the entrance music.
- Graduates are seated separately from your party during the ceremony.
- **As a sign of respect to all graduates, we kindly request that guests remain seated during the ceremony.**
- The programmes may have the order in which you are called to the stage.
- You will enter the stage on one side, collect your certificate and exit on the other.
- Your family and other guests are welcome to cheer and clap (etc.) during the ceremony when you are called on to collect your certificate.
- When taking your picture on stage, please take a moment to enjoy the experience and pace yourself for a few photos before collecting your certificate from the University representative.
- When exiting the stage, walk behind the official cameras.



FEEDBACK | ALUMNI

21. COMMENTS/ FEEDBACK

We would appreciate any feedback about the graduation ceremony. You may email your comments to graduation@sam.edu.tt

22. ALUMNI

- Join our Alumni Facebook page for updates and special offers.
- Once you have graduated, you will be automatically transferred to SAM's alumni. You are also welcome to join our alumni committee. For information, please email studentsupportservices@samtt.com
- If you are interested in joining our Lecture Team, please submit a cover letter and your CV to tricia@sam.edu.tt
- Pastoral care - You may still access this facility. If you want to speak to a counsellor about personal, family, work or stress-related problems. Please contact your Programme Coordinator or Student Advisor to arrange an appointment.

23. SUCCESS STORIES

If you have a success story about your Academic journey, please send it to tricia@sam.edu.tt so we can submit it for publication to our University partners.





a.r.u. | Anglia Ruskin University

Transform your Generation at SAM!

Anglia Ruskin University

- **Business Bachelor's Degrees**
 - B.Sc. (Hons) Business Management
 - B.Sc. (Hons) Business with Marketing
 - B.Sc. (Hons) Accounting & Finance
 - B.Sc. (Hons) Banking & Finance
 - B.Sc. (Hons) International Business Management
 - B.Sc. (Hons) Business with Human Resource Management
- **MBA - Master of Business Administration - specialised electives in:**
 - Leadership, Entrepreneurship & Innovation
 - Human Resource Management
 - International Marketing & Brand Management
 - Project & Supply Chain Management
 - Finance, Big Data and Fintech
 - Energy Management - Sustainability, Oil and Gas
 - Strategic Health Care Management
- **Bachelor's Computing**
 - B.Sc. (Hons) Applied Computer
- **Masters Computing**
 - M.Sc. Cyber Security
 - M.Sc. Information & Communication Technology (ICT)
- **Bachelor of Laws**
 - LLB
- **Master of Laws - LLM International Business and Commercial Law 27-**
 - LLM - specialised electives in Digital Law and Cybersecurity, International Intellectual Property Law, Comparative Company Law, and Competition Law in the International Context.
- **CXC (CSEC) TO ALL DEGREES 29**
 - Diploma in Business & Law

YOUR NEXT STEP of Thinking



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OF THE WORLD'S BEST UNIVERSITIES &
BEST RANKED IN THE REGION 22 | 23

THE WORLD UNIVERSITY RANKINGS



THE QUEEN'S
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For Higher and Further Education
2021



www.samtt.com



North Campus

#1,3 & 6 Mc Carthy Street,
St. Augustine. TRINIDAD (868) 663-6681

South Campus

#17-25 Blanche Fraser Street,
San Fernando. TRINIDAD (868) 653-1064

The Grad Store



The SAM Graduation Store
is LOCATED AT THE NORTH CAMPUS OFFICE.

Purchase memorabilia including
University T-shirts, Hats, Hoodies | University Portfolios | SAM/ Graduation mugs | University umbrellas |
Graduation Shadow Boxes...and lots more, VISIT TODAY!

GRADUATION DAY

Tuesday 18th November 2025
@ 6:00 pm at Hyatt Regency Trinidad

**DISTRIBUTION OF GOWNS/ PHOTOGRAPHY
NORTH CAMPUS ONLY**

Friday 14th November 2025
10:00 am to 12:00noon
Saturday 15th November 2025
9:00 am -12:00noon & 1:00 pm to 3:30 pm

REHEARSAL

SAM AUDITORIUM NORTH CAMPUS

Meet & Greet Lime 4:30 pm - 5:40 pm
Rehearsal 6:00 pm - 7:30 pm

TICKETS GO ON SALE ONLINE

Saturday 30th August 2025
www.samgraduation.com

DEADLINE FOR TICKET SALES

Saturday 1st November 2025

FAQ

- **If I wait until the exact deadline to purchase my tickets, can you guarantee that they will still be available?** No. Tickets are sold on a first-come, first-served basis, so you need to purchase early.
- **Could someone please collect my graduation gown for me?** Yes, someone can collect your graduation gown on your behalf. However, you'll need to write a letter of authorization signed by you for this transaction to be made.
- **Can I rent my gown?** No, SAM will not rent graduation gowns. Once you pay for and receive them, they are your property.
- **I have a family member with a disability; can they attend my graduation ceremony?** Yes, SAM ensures that special seating arrangements are made for these persons. Please let SAM know by contacting graduation@sam.edu.tt.
- **How should I dress to attend my graduation ceremony?** SAM understands this is your special day, and you should be able to dress in whatever attire you feel comfortable. However, the dress code, in effect, is formal for this particular occasion.
- **Will I sit next to my family/friends during the graduation ceremony?** During the graduation ceremony, you will be seated separately from the guests. However, if you are having dinner (VIP ticket holders), you will be seated with your family/friends during that time. Only the same ticket type per ceremony can be seated together.
- **Will I be stopped from participating in my graduation ceremony because I didn't attend graduation rehearsals?** You will not be prevented from participating in your graduation ceremony because you didn't attend rehearsals. However, all graduates are invited to participate in graduation rehearsals, which will be held at SAM's North Campus Meet & Greet Lime 4:30 pm - 5:40 pm Rehearsal 6:00 pm - 7:30 pm in the school's auditorium. Attending graduation rehearsals can only benefit you; this session is very informative.
- **I can't make it to the scheduled photo session, but I would love to have my photo taken; what can I do?** If, for some reason, you can't make it to the school's scheduled photo sessions, you can book a photo session at a later date; however, prices will be different from those advertised by us. Based on Studio time.
- **Can I purchase more than one graduation guest ticket?** Yes, you can buy as many tickets as you wish if they aren't sold out.
- **I bought my graduation guest tickets, gown, etc., and now I don't wish to attend anymore; what can I do?** There will be no refunds or transfers. So before making any purchases, SAM urges students to think carefully.