



# Attending an admission ceremony in Newcastle

## Strict limit of 3 guests per admittee

Each admittee is permitted to bring **only 3 guests into the Harold Lobb Hall**. This limit includes the admittee's mover, if the admittee has chosen to arrange their own mover. The limit will be strictly enforced, with no exceptions.

Admittees will be allocated specific seats, while movers will be directed to a designated area. Guests may choose their seats anywhere in the designated public areas.

## Arriving at the venue

Newcastle Admission ceremonies are held in the Harold Lobb Hall, at the University of Newcastle Conservatorium of Music, (located at the corner of Laman Street and Auckland Street), Newcastle NSW 2300.

You and your guests should arrive at the Harold Lobb Hall 45 minutes before your ceremony.

Please ensure you and your guests switch off your mobile phones before the ceremony starts.

## Accessibility

If you or any of your guests will need accessibility assistance at the ceremony, please notify the Office of the LPAB in advance of the ceremony day.

The main entrance into Harold Lobb Hall has steps as well as a walkway.

## Transport and parking

[Newcastle Buses](#) have bus stops on Hunter Street.

The LPAB does not have any arrangements with parking stations, however there are a number of public car parks within walking distance.

## Entering the hall

The door to Harold Lobb Hall will open approximately 30 minutes prior to the ceremony start time.

**You and your guests should enter the hall together.** Each admittee should also indicate to Court staff whether or not they have brought their own mover (see 'Moving your admission' below).

## 'Moving' your admission

During the ceremony, each admission must be 'moved' by a person who is:

- currently on the Supreme Court Roll in NSW (whether or not the person holds a current practising certificate), or
- an Australian legal practitioner, provided he or she holds a current practising certificate.

You may arrange your own mover (such as a relative or friend) provided they meet one of the above criteria. If you arrange your own mover, you are permitted to bring only two other guests.

However, you are not obliged to arrange someone to move your admission. If you do not bring a mover, a representative from the University of Newcastle will move your admission.

Instructions for your mover, including the words they will be required to speak, will be provided to you in advance to give to your mover prior to the ceremony.



## Ceremony instructions for admittees

The admission ceremony is in 3 parts:

### 1) Moving of Admissions

The ceremony official will call the name of each admittee individually.

When you hear your name, stand up.

The mover will stand and 'move' that you be admitted. The Presiding Judicial Officer will respond from the bench to admit you to the Court.

After the Presiding Judicial Officer has finished speaking, you should then bow towards the bench and sit down.

### 2) Oath or Affirmation of Office

All admittees will be asked to stand up (and remain standing).

The ceremony official will read out the names of all admittees (in groups of seats).

The ceremony official will read the Oath/Affirmation of Office, and will then prompt all admittees to respond in unison. At that prompt, you respond together with other admittees, either:

- "So help me God" (if you choose to swear an Oath) or
- "I do" (if you choose to make an affirmation).

The ceremony official will then prompt you and the other admittees to sit down.

### 3) Speech by the Presiding Judicial Officer

The Presiding Judicial Officer will make a speech.

At the conclusion of the speech, the Court will rise. Admittees and their guests should stand until all judicial officers have left the Hall.

## Holy texts

If you choose to swear an Oath of Office, you may bring your own holy text to hold while doing so. Due to COVID-19, the Court is unable to supply copies for that purpose. If holding a holy text is important to you, you must bring your own copy.

## Signing the Roll of Lawyers

Following the ceremony, you must sign the Supreme Court Roll of Lawyers. Your admission will not have legal effect until you have signed the Roll. Please bring your own pen to sign the Roll.

Signing the Roll takes place in the foyer of the Conservatorium of Music. Photography is allowed in that area during this time.

After you have signed, you will also receive your Certificate of Admission.

## Photography and filming

Photography and filming is not permitted during the ceremony, but is allowed during the signing of the Roll.

## Appropriate attire

Admittees should wear business attire at the ceremony (for example, clothing that would be suitable for a corporate meeting).

## Duration of entire process

You should expect to be at the Conservatorium of Music Auditorium for around 90 minutes, including signing of the Roll.

### More information and assistance

#### Legal Profession Admission Board of NSW

Web: [www.lpab.justice.nsw.gov.au](http://www.lpab.justice.nsw.gov.au)  
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