

**PIPS<sub>TT</sub> UWI GRADUATION PORTRAITS PIPS<sub>TT</sub>**



**Where and when are Graduation Portraits being taken?**

Graduation Photographs will be taken on the following dates **BY APPOINTMENT ONLY** at The Academic Regalia Distribution Centre - St. Augustine.

**Monday 9th October to Saturday 14th October 2023**

**Monday 16th October to Wednesday 18th October 2023**

**Monday 23rd to Tuesday 24th October 2023**

**GRADUATION PACKAGE**

PACKAGE NO.	COMPOSITION	PRICE
1	One (1) Digital Portrait Image (Edited)	\$200.00
2	One (1) Digital Portrait Image (Edited) and One (1) Digital Image collecting the Scroll Canister on stage.	\$300.00
3	One (1) Digital Image collecting the Scroll Canister on stage.	\$120.00

## ADDITIONAL PRINT ORDERS

4" x 6"	\$ 25.00
5" x 7"	\$ 60.00
8" x 10"	\$ 130.00
11" x 14"	\$ 225.00
16" x 20"	\$ 600.00
Courier/Postage	\$ 40.00

### How and where do I pay for Portraits?

- On the day that you are having your portrait taken, payment in FULL is required.
- Payment must be made at the portrait location with **Debit Card only (NO CASH OR CREDIT CARDS)**.

### How can I order the ceremony only package?

- We will photograph every graduate while collecting the scroll canister at the ceremony, however, we only email images for those persons who have paid. Package #3 can be ordered at anytime.
- You do not need to schedule an appointment to pay for package #3
- Payment can be made:
  - By visiting us at **The Academic Regalia Distribution Centre - St. Augustine** on any of the designated portrait dates.
  - By visiting our studio in Diego Martin.

### What should I wear?

- Plain White shirts/blouses with collars **must** be worn.
- No sleeveless shirts/blouses.
- Men must wear ties.
- Men and women should be well groomed. (Please bring your combs, brushes and facial powder).

### When will packages be delivered?

- All portrait packages will be emailed or mailed via **TTPOST** Couriers by **December 15th, 2023**.



## How do I make an appointment?

Click [here](#) and follow the instructions to make an appointment. One reservation per student, multiple appointments will be cancelled. PLEASE ARRIVE AT LEAST 15 MINUTES BEFORE YOUR SCHEDULED APPOINTMENT TIME.

**Note: Once all of the appointments on any specific date have been booked, graduands will not be permitted to access that date on the appointment system.**

## How can I cancel an appointment?

If you are unable to keep your appointment you must inform us of your cancellation.

Changes cannot be made to your reservation/appointment unless you contact PIPS at [pipsttinfo@gmail.com](mailto:pipsttinfo@gmail.com)

## Ceremony Photographs 2022

We photographed every graduate while collecting the scroll canister at the ceremony in 2022. These images are still available and can be ordered at anytime.

**For other queries please contact Personal Image Photo Studio (PIPS).**

**1 (868) 222 7845/ 1 (868) 633 7477.**

