

## PROTOCOL FOR INAUGURAL LECTURES AT LEIDEN UNIVERSITY

AS PER 18 FEBRUARY 2022

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1. Inaugural lectures are held in the Great Auditorium in the Academy Building on the time and date as previously arranged with the Beadle's Office. The customary dress code applies.
2. The lecture is publicly available via a livestream on the website of Leiden University (<https://www.universiteitleiden.nl/en/academic-staff/livestream-inaugural-lecture-or-valedictory-lecture>).
3. On the day of the inaugural lecture, the new professor and attending family members are welcomed at around 15:30 hrs in the Lecturers' Room next to the Great Auditorium.
4. Guests who do not participate in the procession of professors and students, find a seat in the Great Auditorium.
5. At approx. 15:55 hrs the Beadle and the Inaugural Committee escort the inaugural professor to the Senate Chamber, where the Rector Magnificus delivers a welcome speech in the presence of the professors of the Faculty Board, the student delegation and those professors and close colleagues who have been invited for this by the inaugural professor.
6. At approximately 16:10 hrs, the family members are led to their seats in the front row of the Great Auditorium.
7. At 16:10 hrs promptly, the livestream starts and, to the music of the organ, the Beadle precedes the inaugural professor, the Rector Magnificus and the procession of professors and students into the Great Auditorium.
8. The Rector Magnificus, professors and students take their customary seats, the inaugural professor stands at the high lectern.
9. The inaugural lecture, including the word of thanks, lasts no more than 45 minutes.
10. After the lecture, the Beadle leads the inaugural professor and family members, the Rector Magnificus and the professors and students out of the Great Auditorium.
11. The guests follow. When all have left the Great Auditorium, the livestream ends.
12. After the ceremony, guests and colleagues can congratulate the new professor in the Reception Room.

## PROTOCOL FOR VALEDICTORY LECTURES AT LEIDEN UNIVERSITY

As per 18 February 2022

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1. Valedictory lectures are held in the Great Auditorium of the Academy Building, on the date and time as previously arranged with the Beadle's Office. The customary dress code applies.
2. The lecture is publicly available via a livestream on the website of Leiden University (<https://www.universiteitleiden.nl/en/academic-staff/livestream-inaugural-lecture-or-valedictory-lecture>).
3. On the day of the lecture, the retiring professor and family members are welcomed at around 15:30 hrs in the Lecturers' Room next to the Great Auditorium.
4. Guests who do not participate in the procession of professors, find a seat in the Great Auditorium.
5. At around 16:05 hrs the Custodian will accompany the retiring professor to the Sculpture Garden, to join the Rector Magnificus, the professors of the Faculty Board and any professors who were invited by the retiring professor to join the procession of professors.
6. The family members are led to their seats in the front row of the Great Auditorium.
7. At 16:10 hrs promptly, the livestream starts and, to the music of the organ, the Custodian precedes the retiring professor, Rector Magnificus and other professors into the Great Auditorium.
8. The Rector Magnificus and professors take their customary seats, the retiring professor stands at the lower lectern.
9. The valedictory lecture, including the word of thanks, lasts no more than 45 minutes.
10. Upon conclusion of the lecture, the retiring professor sits in the front row.
11. The Dean and, if applicable, other speakers will then address the retiring professor.
12. After a brief word of thanks, the retiring professor and family members are led out of the Great Auditorium by the Custodian, followed by the Rector Magnificus, the other professors and the guests.
13. When all have left the Great Auditorium, the livestream ends.
14. After the ceremony, guests and colleagues can congratulate the new professor in the Reception Room.