

Commencement Information

PLEASE ARRIVE AT THE GREEK THEATER ON FRIDAY, MAY 23rd, AT 1PM IN ROBE.

INFORM YOUR GUESTS THAT TICKETS WILL BE COLLECTED AT THE GATE.

Guests:

Graduating students may invite an unlimited number of guests. Please note, however, that tickets are **REQUIRED**. Students will be given four free tickets. Additional tickets can be purchased for \$5 per ticket in the Student Services Office beginning at the end of April. **Please inform your guests that both the ceremony and reception are outdoor events that will take place rain or shine. Guests should be prepared for all weather conditions. Please note that the ceremony will probably take place in direct sunlight (no shade), and so people should plan accordingly (sunscreen, umbrellas, water, etc.)**

There will be a registered nurse and campus security aides on duty during the ceremony should anyone need medical attention. The nurse will be backstage, near the North Gate entrance. Please inform the Student Services Office by May 5th if any of your guests require special seating (e.g., if they are disabled and/or will be using a wheelchair or if the steps will be difficult for them to manage).

Cap and Gown:

Rental: You may rent your cap and gown at the Graduation Department of the Cal Student Store. Questions regarding regalia rental may be directed to the ASUC Store (642-9000 ext.681 or 642-7028). Honor Cords may be purchased at the store by students who are enrolled in the Honors Program.

Announcements:

If you wish to inform friends and relatives of your graduation, announcements may be purchased at the Cal Student Store. If you do not like the product offered, you can go to your favorite stationer and order your own design. A group of students ordering together might find a reduced price available for a bulk order.

Parking:

Parking is available at: 1) Foothill Lot (Hearst Ave., east of Highland Ave.) and 2) Upper Hearst Structure, (Hearst & Gayley Rd.), and 3) Kleeberger Lot (Stadium Rimway, off Gayley Rd.). The fee is \$7 (pay attendant). Alternatively, Student "S" permit lots will be open to the public for a fee of \$7. Drivers must purchase a \$7 permit from the dispenser machine located in the parking area and display it on their dashboard. The \$7 permit will only be valid in "S" permit lots. Please note that the dispensing machines will take \$1s and \$5s but will not make change. The closest "S" lot to the Greek Theater is the Stadium Lot (Bancroft & Prospect behind International House). Drivers with handicapped placards or license plates may park without charge in the Bowles lot, immediately south of the Greek Theater (on a limited first-come first-served basis) or in any handicapped-designated campus space. Reservations are not required. Traffic is likely to be heavy around the theater and parking may be difficult, so be sure to allow plenty of time to get there.

Procedure:

- a) The Greek Theater gates will be opened at 1pm. The ceremony will start at 2pm.
- b) Degree candidates should congregate in the backstage area at 1:00 pm. You will then be given a 3x5 card on which to print your first and last name. If your name is difficult to pronounce, it should be spelled phonetically on the card. All cards will be either blue or yellow, signifying whether you line up stage left or stage right for the procession. Although we cannot guarantee that you will be able to sit near your friends, your chances of sitting beside them are greatly increased if you are next to each other in the same line backstage (in other words, ask for a card that is the same color as those of your friends). It is almost impossible to switch cards (from A to B or vice versa) after getting a card, so make sure you know what line you want to be in before asking for a corresponding card.
- c) On cue, the lines will march into the Theater and up onto the stage. Please remain standing until Dr. Hinshaw signals candidates to be seated.
- d) Towards the end of the ceremony, Dr. Hinshaw will present each student with a commemorative scroll on stage.
 - (1) Ph. D. candidates will be hooded individually.
 - (2) Undergraduates: The card you will be given backstage will have directions regarding this process. Andrea and Kristina will be there to guide you through this portion of the ceremony.
- e) Dr. Hinshaw will then end the ceremony. The audience will remain seated while the students leave the stage.

The ceremony usually lasts between two and two-and-a-half hours.

Photographs:

There will be a professional photographer present during the ceremony. A picture will be taken of each student at the moment the commemorative scroll is given to the student by Dr. Hinshaw. The photographer will contact you at the address you write on the card.

Diplomas:

Diplomas are not presented at the ceremony. They are usually available about 4-5 months after the end of the semester. Graduates may pick up their diploma at the Registrar's Office (120 Sproul Hall) or request that it be mailed to them.

Reception:

After the ceremony there will be an informal reception at the Campanile Esplanade - no tickets required.

PLEASE INFORM YOUR FAMILY OF THESE DETAILS SO THEY DO NOT HAVE TO CALL OUR OFFICE TO GET THE INFORMATION.