

# **2015 Step-by-Step Graduate Student Commencement Guide**

## **FIRST STEP – THE YEAR PRIOR TO THE ANTICIPATED GRADUATION DATE**

All graduate students must submit a degree application to the Office of the Registrar one year prior to the anticipated graduation date. While all other degree requirements may have been met, no student is allowed to graduate unless the application has been filed appropriately. Degree applications are available in the Office of the Registrar and in the Office of Advising Services. You can find more information at [Graduation Information Registrar](#).

## **NEXT STEPS**

### **ORDERING REGALIA**

Grad Nights: Graduate students can stop by during the following days and times to be measured for regalia and to order regalia.

February 10 and 11, 2015

5:00 p.m. – 7:00 p.m.

Stafford Campus, North Building Atrium

### **DAY OF INSTRUCTIONS – May 8<sup>th</sup>, 2015**

#### **GETTING THERE:**

On May 8, 2015, please arrive no later than 6:45 p.m.

#### **The venue**

The venue for Graduate Commencement is Dodd Auditorium, located in George Washington Hall. Ushers will be available to show graduates where and how to line up.

#### **Parking**

Guests and graduates are invited to park in any parking lot or space on campus provided it is not marked as a reserved space for special guests or a reserved space or lot for handicapped parking. You may also find parking on the side streets near campus and on College Avenue but be careful not to park where it is noted as residential parking.

#### **Academic Dress**

On the day of the ceremony graduates are expected to wear the appropriate regalia. What you wear under your regalia is a personal decision; just make sure you are comfortable and prepared for any plans that day after you remove your commencement gown.

#### **Seating arrangements**

Graduates will be required to sit in reserved seats. Seating plans will be distributed prior to the ceremony. Guests are invited to find a seat on a first come, first serve basis.

## **The ceremony**

### **7:30 p.m.: Graduate Commencement**

The ceremony is open to the public. There are no tickets for the ceremony but it is advised to arrive early for parking and seating.

Graduate Reception immediately following Commencement on Campus Walk

## **Photography**

A professional photographer will take pictures of each graduate as they receive their diploma. These pictures will be made available for purchase. Guests may take photographs during the ceremony.

## **Post-ceremony reception**

There will be a Graduate Reception immediately following Commencement on Campus Walk.

## **FREQUENTLY ASKED QUESTIONS**

### **Who do I contact if someone in my family needs a special accommodation?**

Any person attending commencement that requires a special accommodation should contact the Events Office at (540) 654-1276 as soon as possible to arrange for accommodations

### **Do I need a ticket to attend commencement?**

There are no tickets or reserved seats. Seating is on a first come, first serve basis

### **What time will I be allowed in Dodd Auditorium to find a seat?**

Guests will be allowed in Dodd Auditorium for Commencement at 6:30 p.m.

### **Do you have specific hotels where you recommend families stay for commencement?**

The University hotel is the Hyatt Place Hotel and it conveniently located in Eagle Village. You can find more information at [The Hyatt Place Hotel Fredericksburg](#). A full list of local hotels is also available on [The Fredericksburg Visitors Center Website](#) .

### **Is there a rehearsal for Graduate Commencement?**

There is no rehearsal for Graduate Commencement but graduates are to arrive no later than 6:45 p.m. to line-up in Jefferson Square and there will be ushers and professional staff to assist with how to line up and how and when to process