Congratulations on your upcoming commencement on Sunday, May 8. Listed below is information you will need for your graduation from Saint John's. **Please read this information carefully and keep it for reference.** You may find this information and much more at: [www.csbsju.edu/Commencement](http://www.csbsju.edu/Commencement).

**ACADEMIC ATTIRE.** Caps, hoods, and gowns will be worn for the commencement ceremony. Attire will be issued to all degree candidates at the Grad Finale on March 16. A $55 commencement fee has been charged to your December account to defray the cost of the academic attire and meal tickets. Off-campus degree candidates who are unable to obtain their academic attire on this date may do so in the Bookstore on Friday, May 6, between 9:00 a.m. and 4:30 p.m., Saturday, May 7, between 12:00 and 4:00 p.m. or Sunday, May 8, between 10:00 a.m. and 1:00 p.m.

**COMMENCEMENT CEREMONY TICKETS.** Admission to the ceremony in the Abbey Church is by ticket only. Each graduate is entitled to **three** guest tickets (you will not need one for yourself). The number of tickets allocated is based on the number of graduates and the seating capacity of the church. We will not have any extra tickets for distribution. Additional seating is available in the Stephen B. Humphrey Theater for closed circuit viewing on a big screen. No ticket is required for admission to the theater and auditorium, which will open at 1:00. The commencement ceremony will be available for viewing on the SJU campus cable TV system on channel 8. Please notify your guests that following the Community Mass on Sunday everyone must vacate the church. The doors will re-open at 1:00 p.m. and entrance will be by ticket only.

**COMMENCEMENT LUNCHEON.** You are entitled to **four** tickets (including your own) for the commencement luncheon, which will be served in the Refectory and the Guild Hall from 11:00 a.m. to 1:00 p.m. Additional tickets can be purchased from Dining Service beginning April 1 in Quadrangle 090 during normal business hours.

**TICKET DISTRIBUTION.** Your packet of ceremony and luncheon tickets will be distributed in the Bookstore on Friday, May 6, between 9:00 a.m. and 4:30 p.m. Tickets will be available for off-campus degree candidates in the Bookstore on Saturday, May 7, between 12 p.m. and 4:00 p.m. or on Sunday, May 8, between 10:00 a.m. and 1:00 p.m. You must pick up your own tickets and present your I.D. card to claim them.

**REHEARSAL.** Rehearsal for the commencement ceremony will be held on **Monday, May 2 at 12:30 p.m.** Please line up on the walkway in front of Mary Hall, extending down the walkway past Simons Hall. Line up information will be posted with numerical and alphabetical markings along the walkway. In the event of rain, line up will be in the
Guild Hall.  **Rehearsal is mandatory for all graduating seniors.** If you cannot attend rehearsal or ceremonies, please contact Anastasia Nathe, Registrar’s Office.

**ACADEMIC PROCESSION.** The academic procession will form at 1:15 p.m. on the walkway in front of Saint Mary's Hall. If it is raining steadily at 1:15 p.m. the procession will form on the first floor of the Quadrangle. You will receive detailed instructions as to your proper position in the procession (rain or shine) at the rehearsal on May 2.

**CONFERRING OF DEGREES.** When the degrees are conferred, you will come forward when Associate Dean Cindy Malone reads your name. Proceed to where President Hemesath is standing to receive the diploma case. Exit the ramp and return to your place at the direction of the staff members. When everyone in your row has returned; sit down together.

**OVERNIGHT ACCOMMODATIONS.** If you have family or guests attending commencement who require overnight sleeping accommodations please make arrangements immediately. Many local motels may already be completely booked on this weekend.

**DVD/HD FLASH DRIVE.** The commencement ceremony will be video recorded. If you would like to order a copy, contact the bookstore or order on line through the commencement website.

**DIPLOMA.** On receipt of evidence that all studies undertaken this term have been successfully completed and that all requirements for the appropriate degree have been successfully met, a diploma will be issued to you. Your diploma will indicate your degree and the date on which it was conferred. An official transcript of academic record attesting to the degree(s) and honors you have received will be mailed to you, along with your diploma, in early July. **Be sure the Registrar's Office has your correct mailing address before you leave campus.**

**COMMENCEMENT WEBCAST:** Saint John’s University will webcast commencement exercises over the Internet. A computer connected to the Internet with a high speed connection is all that is needed. To view the webcast, go to the CSB/SJU Commencement Web page at [http://www.csbsju.edu/commencement.htm](http://www.csbsju.edu/commencement.htm) and look for a link to the 2016 SJU Commencement webcast. There will be a signal available to check your connection one half hour prior to commencement.

**COMMENCEMENT QUESTIONS.** If you have questions feel free to contact me at 363-3147 or by email:skelly@csbsju.edu.