

## CONGRATULATIONS ON YOUR UPCOMING GRADUATION!

We hope Fall Commencement 2009 will be a meaningful, dignified ceremony that reflects the significance of your personal achievement and your family and friends' pride in you.

**THE CEREMONY:** *Saturday, December 19, at 4:00 pm in Moby Arena. The ceremony will begin promptly at 4:00 pm and will last approximately 1 1/2 hours. Tickets of admission are **not** needed for family members and guests. However— PLEASE limit your number of guests to seven. Guests in wheelchairs can be accommodated, with one guest, along the east and west rails on the concourse level.*

**\*\*Students: Report to the Intramural Gym no later than 3:15 p.m.** Go to the information tables located to your left as you enter the gym and pick up your name card. This card will be given to the announcer as you approach the stage.

**\*\*If you are “walking” in the ceremony and finishing requirements later **YOU DO NOT NEED TO CONTACT US OR GET ON A LIST – JUST SHOW UP!****

Alcoholic beverages or inappropriate substances or objects are not permitted in Moby Arena. Such items will be confiscated as you enter the line-up area.

**PHOTOGRAPHS:** NO guests will be allowed on the gym floor to take photos. The official photographer “GradTrak” will take your picture as you cross the platform. To contact them directly call 1-800-283-1779.

**CAP AND GOWN:** All students must wear traditional academic regalia. No advance reservations need be made. Cap and gown distribution (you will need to pick it up) will be in the Lory Student Center 228 from 8:00 a.m. – 5:00 p.m:

\*Wednesday, December 16

\*Thursday, December 17

Rental costs for regalia are as follows: **CASH ONLY!!!!**

Bachelor’s cap, gown, and tassel (crimson, wear on left side)	\$19.50
Extra souvenir tassel	7.00

**\*\*If you do not pick up regalia on December 16 or 17, you may do so ONE hour prior to the ceremony in the Intramural Gym on December 19.**

**RETURN OF REGALIA:** Return of regalia is immediately after the ceremony in the Intramural Gym. There may be a charge for late returns. Any late returns should be sent directly to Unique Recognition, 663-2668, located at 333 East 4<sup>th</sup> Street, Suite 102, Loveland, CO 80537.

**ANNOUNCEMENTS:** For customized orders, a representative from CB Graduation Announcements will be in the LSC Flea Market on October 13, 14, and 15 from 10:00 a.m. – 3:00 p.m. See: [www.CBGRAD.com](http://www.CBGRAD.com) or call 1-800-433-0296. Non-personalized announcements can be purchased at the bookstore anytime.

**MEETING YOUR GUESTS:** To avoid congestion, guests will not be allowed in the hallways on the lower level of Moby Arena.

**PARKING:** Parking is available in the lot west of Moby Arena. Visitors can park anywhere on campus EXCEPT for the 20 minute loading zones, metered zones and red zones. Construction is ongoing, please plan ahead. Additional information regarding parking can be obtained from University Parking Services at 491-7041.

**IF YOU ARE UNABLE TO ATTEND YOUR CEREMONY:** Diploma covers can be mailed by contacting the Provost’s Office, 108 Administration, 491-6614. The postage cost is \$3.00 for U.S. mailing. *The actual diploma will be mailed to you approximately six-eight weeks after commencement.* Questions about diplomas should be directed to the degree office at (970) 491-7159.

**INCLEMENT WEATHER:** In the event of inclement weather, please call 491-7669 for updates on the university’s operating status and news of any closures or cancellations.

**QUESTIONS:** Please call the Liberal Arts Advising Center at (970) 491-3117.

