

## SCHOOL OF HEALTH PROFESSIONS STUDENT COMMENCEMENT DAY INFORMATION (2019)

### **When is the Commencement ceremony?**

Commencement is scheduled from **2:00 to 5:00 pm** on **Friday, August 16, 2019** at Moody Gardens Convention Center, Expo B&C (*Off Campus*) located at Seven Hope Boulevard, Galveston, TX 77554.

[Click here for directions](#)

### **When is rehearsal?**

Rehearsal will be held on **Friday, August 16, 2019** from **9:00 to 11:00 am**.

A light continental breakfast will be provided. Rehearsal lasts about 2 hours and you will have a short break before having to return at 1:00 pm to prepare for Line Up in Expo A.

### **Do I need to attend rehearsal?**

Yes, unless you have been approved to miss rehearsal you **MUST** attend. There are specific things we cover to ensure the ceremony runs smoothly. We cannot be held responsible for any discomfort or embarrassment the student may encounter as a result of not being familiar with the ceremony. It is a courtesy to follow students to be informed. Not attending rehearsal and/or arriving late can affect the student in the following areas: robing, line up placement, name cards, processional, and procedures of the ceremony and diploma presentation, photos and recessional.

### **What do I wear to rehearsal?**

Rehearsal attire is casual and comfortable.

### **Where do I pick up my regalia?**

All rental apparel will be pressed and delivered to the UTMB Campus Store and there will be no need to iron/press. Students can plan to pick up their regalia orders from the UTMB Campus Store the week leading up to commencement. The exact date and time of delivery will be announced at a later date contained in an email announcement. Once delivered, regalia will be kept at the UTMB Campus Store for you to pick up at your convenience **until 11:00 am the day before Commencement**. All orders *not* picked up by this time will be taken to the Commencement site and available for distribution at Moody Gardens *after rehearsal* Friday morning.

Graduates wear their tassels on the right prior to commencement. DPT Graduates will carry their hood on their left arm.

### **Can I decorate my cap?**

In keeping with the dignity of the ceremony, it is the policy of the Office of Academic & Student Affairs to prohibit Commencement participants from decorating their caps and gowns or wearing any accessories that are not an official element of the academic regalia. Academic Honor cords and medallions may be worn because they are official.

### **When should I arrive for the ceremony?**

Students must return at 1:00 pm to prepare for Line Up in Expo A.

### **What do I wear to the ceremony?**

You should also dress professionally underneath your regalia for Commencement. You will be walking up/down several stairs and crossing an elevated stage, so please consider your skirt or dress length and shoes. Flip flops and sneakers are not permitted. Please refrain from chewing gum.

### **Will I have time to have lunch with my family?**

The rehearsal should conclude by approximately 11:00 am, which should give you time for lunch until you need to report back for Commencement at 1:00 p.m. The ceremony will end around 5:00 p.m. there should be ample time for families to enjoy an early dinner around Galveston Island or on the mainland.

### **What do I bring with me the day of Commencement?**

**All** personal belongings must be left with your guests or in your vehicle. There are no secure storage areas available and University staff will not take possession of, or be responsible for, your belongings. You are not permitted to carry anything into the auditorium during the ceremonies, including cell phones. Exception, students will need their driver's license to verify your identity to pick up your diploma after the ceremony.

### **When will I know if I received honors?**

Honors designations (Summa, Magna, and Cum Laude) will be listed on the card you receive at rehearsal. Alpha Eta honors cords will be given to you when you check in for rehearsal. IPE Scholars will also receive their medallions at rehearsal check in.

### **When will I receive my diploma?**

Following Commencement, staff from University Enrollment Services will be distributing diplomas in the Expo A. You must show a picture ID that clearly identifies who you are. **NO EXCEPTIONS**. Diplomas not picked up at Commencement will be mailed to the address listed in your MyStar account.

### **Are professional photos taken?**

UTMB Photography will be capturing your commencement photos. Every student will be photographed as they receive their diploma, with their department chair, as well as a final "portrait" taken as they depart the stage. All proofs will be available online at [PartyPics.com](http://PartyPics.com) a few days after the ceremony by using the password **shp0819**.

### **Guest Information, Arrival and Seating**

There is no limit on the number of guests and tickets are not required for guests and they are seated on a first-come first-serve basis. The auditorium doors will open one hour prior to the ceremony. Large groups may want to plan to arrive at that time to find seats together. Saved seats will be released 15 minutes prior to the beginning of the procession and will be enforced by UTMB Police, Security and ushers. Doors will close if maximum capacity is reached. This decision is made by the Fire Marshall. For security purposes, the auditorium doors will remain locked between rehearsal and the ceremony.

### **ADA Accommodations - Persons with Disabilities**

UTMB School of Health Professions strives to ensure that all graduates and guests can participate fully in this program. Family members and guests with disabilities are welcomed. Graduates and/or family members are encouraged to submit ADA seating requests as soon as possible. Wheelchair space and seating for mobility-impaired guests are both available on a first-come first-serve basis. Advanced arrangements must be made to confirm early admittance. One family member is permitted to sit with each person requiring seating for mobility-impaired. Other family members and friends may sit in the general assembly in the surrounding areas. We will make every effort to accommodate parents and guests without advance accessible seating requests on the day of Commencement, however accessible seating is limited and advanced planning is highly recommended.

**If you have an accommodation request**, email Michelle Conley no later than Monday, August 12<sup>th</sup> at [maconley@utmb.edu](mailto:maconley@utmb.edu) in the Office of Academic and Student Affairs.

When you email your request, please include the name of the guest who needs the seating accommodation, the accommodation need (ie: wheelchair, walker, etc.) and the guest name of who will accompany them. We cannot guarantee specific location requests.

### **STAY CONNECTED! Alumni Association Membership**

All new graduates receive a free one-year membership in the SHP Alumni Association. Following the free one-year trial period, recent graduates can renew their membership at a discounted rate of \$25. Details are available on the [Alumni Association](#) Page. The UTMB Office of Alumni and Parent Relations proudly launched the UTMB Young Alumni Program. This is a fun way to stay connected after you graduate. Visit and "Like" the [UTMB Young Alumni Facebook Page](#) today!

### **SOCIAL MEDIA**

Share the excitement, the tears, the joy and your favorite commencement moments! Post to Facebook, Instagram and Twitter using this hashtag to share your unique commencement experience. **#UTMBgrad** [Facebook Page](#)

**COMMENCEMENT DAY SCHEDULE** <https://shp.utmb.edu/ASA/commencement/default.asp>