

Family of UW-Whitewater Graduating Student:

The University of Wisconsin-Whitewater invites you to join us in celebrating one of the most meaningful events in a person's educational career – graduation. The Winter Commencement Ceremony is scheduled for **December 16, 2017 at 10:00 a.m.** in the Kachel Fieldhouse/Williams Center on campus.

Attendance at the commencement ceremony requires a ticket and each graduate may pick up **7 tickets** for family and friends at the **Greenhill Center of the Arts Box Office**. Tickets will be released from **Thursday, November 16– Friday, December 15**. Unfortunately, there are no extra tickets available. You'll want to make sure that your graduate has given you tickets before you reach the Fieldhouse, as the graduates will be in a different area of the building prior to the ceremony that morning. Children under age two will be permitted to sit on an adult's lap, but all other guests will require a ticket for seating. Please note that no strollers will be allowed in the Fieldhouse – there is a designated room near the entrance into the Fieldhouse where strollers can be checked.

In addition, guests may view a live broadcast of the ceremony in the Timmerman Auditorium located in Hyland Hall. **Tickets are not required for the live broadcast in Hyland Hall.** Hyland Hall is located directly across from the Visitor's Center on Starin Road. The ceremony will be broadcast by UWW-TV so you will be able to watch it on campus and throughout the city of Whitewater. Also, the ceremony will be **streamed live** on the internet at <http://www.reslife.uww.edu/stream>. We encourage anyone that wishes to view the ceremony this way to visit the website ahead of time to check and see that the computer being used is compatible with the program used to broadcast the ceremony.

As you plan your travel to campus, we offer the following suggestions:

- Arrive early and use the following parking lots (see enclosed map): Lots 7 & 9, located on Warhawk Drive, adjacent to the Visitor Center; or lots 18, 19, & 24, located off of East and West Schwager Drive.
- University Police will direct those in need of handicapped parking to lot #11. Only vehicles with state-issued handicapped license plates, permits, or placards will be permitted in this lot.
- If you are unable to park in one of the lots closest to the Kachel Fieldhouse/ Williams Center, you may drop your passengers off at the designated drop off point. Signs will be posted as to where this point is, and volunteers will direct individuals into the building.
- The Fieldhouse will open to guests at 8:30 a.m. and seating is on a "first-come, first- served" basis so you may not be able to find seats together. All guests must be seated by 9:45 a.m. so that we can clear the aisles for the processional. **Guests not seated by 9:45 a.m. will not be allowed in the Fieldhouse until after the ceremony has begun.**
- The Kachel Fieldhouse is accessible to individuals with disabilities. Ushers will be available to guide you or members of your party to accessible seating.
- Family members and guests are encouraged to provide their own mobility devices; UWW does not provide wheelchairs or walkers.
- The UW-W Student Foundation will be selling roses in the lobby if you wish to purchase them for your graduate.
- No food, beverage, or balloons are allowed in the Fieldhouse.
- Please make sure all cell phones are turned off before entering the ceremony.
- The ceremony will last approximately 2 – 2 1/2 hours and we ask that guests remain for the entire ceremony.

Photographs may be taken, however you must remain seated while taking photographs, and you will not be permitted to approach the stage due to safety concerns. A professional photographer will photograph each graduate as he/she crosses the stage to shake hands with Chancellor Kopper and the proofs will be sent to each graduate. In addition, you may have portraits taken with your graduate following the ceremony. The professional photographer's website is www.cvstudios.com.

If you want an additional memento of this special occasion, you also will be able to purchase a DVD of the entire commencement ceremony broadcast available from UWW-TV (262-472-1332). An order form can be found at: <http://www.uww.edu/commencement/ceremony-and-venue-information>

Please remain seated until the conclusion of the Commencement Ceremony so that we can give proper recognition to all of our graduates. Make arrangements to meet your graduate outside the Fieldhouse after the ceremony and it will be much easier to find one another.

If you have any questions about the Winter Commencement Ceremony, please contact the Registrar's Office at (262) 472-1570. We look forward to seeing you on December 16 and hope you will enjoy this very special day.

Sincerely,

UW-Whitewater Commencement Committee

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Enclosure: Campus Map