Commencement Ceremony Information

We are happy to share news with you about your participation in the May 2015 commencement ceremony. If your plans have changed and you no longer intend to participate, please inform the Office of Graduate Studies at (262) 472-1006 or (800) 628-4559, gradschl@uww.edu, immediately.

1. The graduate commencement ceremony is scheduled to be held in the Kachel Fieldhouse on Saturday, May 16, 2015, at 3:00 p.m. Ceremony check-in will begin at 2:00 p.m. Graduates need to be assembled in the Williams Center volleyball gym (room number 191) NO LATER than 2:30 p.m. Ceremony participation is voluntary. A building and parking lot map (online and printable), in addition to directions, are available at: http://www.uww.edu/campus-info/map-and-directions.

2. If you choose to participate, there will be a formal academic procession in which you march in cap and gown. You can order caps, gowns, and hoods at the Salute to Grads event which will take place on March 4th from 11:00 a.m. – 6:00 p.m. in the University Center Room 275. You can also order through the University Bookstore located in Moraine Hall, or online at http://www.uwwhitewaterbookstore.com/ (click on Graduation Regalia) no later than Friday, March 20, 2015. **If you would like to call in your order, or have any questions regarding your regalia order, please contact Jane Crouch at (262) 472-1281.** If you order late, you will be assessed a $10 late fee and will not be assured of a cap and gown in the proper size. You must have a graduate gown, hood, cap, and tassel if you participate in the ceremony.

3. Caps and gowns can be picked up at the Bookstore May 11 through May 15, 2015, during Bookstore hours, which are 8:00 a.m. - 6:00 p.m., Monday through Thursday, and 8:00 a.m. - 4:15 p.m., Friday. Marching instructions are included in your cap, hood, and gown packet. **Your program’s graduate faculty coordinator will be hooding you at the ceremony.**

4. **Guest tickets will not be issued for the commencement ceremony as there will be adequate seating for all. Please limit to no more than ten guests.**

5. Parking for the ceremony is available, beginning at 1:30 p.m., in lots 7, 8, 9 and 24 located in section C2 & 3, and section D3, on the campus map. (http://www.uww.edu/campus/uwwmap.pdf) Lot 11 will be used exclusively for guests needing special accommodations. Guests needing special accommodations should plan to arrive early for parking and appropriate seating.

6. A room near the fieldhouse will be available for family with children. **(Please note that strollers are not permitted in the fieldhouse but can be checked in prior to 2:45 p.m.)** Umbrellas and drinks are not permitted, either.
7. Audience members must be seated in the fieldhouse by 2:50 p.m. Late-comers will only be seated after faculty, the chancellor’s party, and graduates have marched into the fieldhouse and have been seated.

8. Custom announcements may be ordered through Jostens by calling 1-800-353-5299 or by visiting their website (www.jostens.com) or by visiting their booth at Salute to Grads on March 4th from 11:00 a.m. – 6:00 p.m., in the University Center Room 275.

9. If you are a graduating student with a disability and will need an accommodation for graduation, please contact Patty Beran at the Center for Students with Disabilities prior to the graduation ceremony at 262-472-4711. It is recommended students contact CSD at least 4 weeks in advance of the ceremony. The fieldhouse has accessible seating and a sign language interpreter will be interpreting the ceremony.

10. A professional photographer will be taking pictures of each graduate as they shake hands with the Chancellor. You will be asked to fill out an identification card prior to the ceremony and present it to their representative when you have your photo taken. Proofs will be sent to your home and photos may be purchased to commemorate the ceremony. The photographer will also be available immediately following the ceremony to take your photo in cap, hood, and gown, and photos with your family and friends.

11. Diplomas for May graduates will be mailed to students by the end of August and by early November for August graduates. If you need verification of your degree, you may order a degree-bearing transcript from the Registrar’s Office (be sure to check AFTER DEGREE IS POSTED on the request form). http://www.uww.edu/registrar/records-transcripts

If you have any questions, please contact the School of Graduate Studies Office, Roseman Building, Room 2013, (262) 472-1006 or (800) 628-4559.