Graduate-Level Commencement Guide 2015

Wednesday, May 20, 2015
4:00 p.m.
The Theater at Madison Square Garden
New York, NY

www.pace.edu/commencement
Date: February 10, 2015

To: Members of the Class of 2015
From: Uday Sukhatme, Provost and Executive Vice President for Academic Affairs
Subject: Commencement Ceremony 2015

Congratulations on your upcoming graduation. Your hard work has paid off as you prepare to join a distinguished group of individuals – nearly 139,000 Pace alumni worldwide.

Your Pace education has provided the foundation you need to meet the many opportunities and challenges ahead. As you graduate and enter the workforce, Pace will continue to support your many endeavors through our schools, Career Services, Adult and Continuing Education, and Alumni Relations programs. We are here for you as mentors, teachers, scholars, and celebrants of your success.

This guide includes important information about events and deadlines leading up to the Commencement ceremony. Please read through it for information about academic attire, tickets, and more.

My very best wishes to you during your final semester at Pace. I look forward to seeing you in your caps and gowns in May.
DISTRIBUTION DATES AND LOCATIONS

Your cap and tassel are yours to keep!

Rental fees for academic attire range from $70 to $120, depending upon your degree. You must order your academic attire before midnight, March 15, 2015. No refunds will be given after April 1, 2015, and gowns must be returned following the Commencement ceremony. Your cap and tassel are yours to keep!

Pleasantville:
- Monday, April 20, 12:00 p.m.–5:00 p.m. (Gottesman, Kessel Student Center)
- Tuesday, April 21, 3:00 p.m.– 8:00 p.m. (Gottesman, Kessel Student Center)

New York City:
- Wednesday, April 22, 1:00 p.m.–8:00 p.m. (Gymnasium)
- Thursday, April 23, 3:00 p.m.–9:00 p.m. (Gymnasium)

TIME AND LOCATION

Wednesday, May 20, 2015
The Theater at Madison Square Garden
7th Avenue between 31st and 33rd St
New York, NY 10001
4:00 p.m.
Graduates must report for robing by 3:00 p.m.

CEREMONY REMINDER
Out of respect for our graduating students, guests, and Commencement speakers, all graduates are required to stay for the entire ceremony. The ceremony should not exceed three hours. Please plan accordingly.

ACADEMIC ATTIRE
As part of the University’s commitment to sustainability, we have moved to the rental of all academic attire for our Commencement ceremonies. Graduates can rent academic attire (consisting of a cap, gown, and hood) online at www.herffjones.com/college/pace.

Environmentally friendly rental gowns will be distributed to all graduates who ordered their academic attire by March 1, 2015. Please select your gown size when ordering your academic attire online.

TICKETS
Graduates who have ordered their cap and gown by March 15, 2015 will be guaranteed four guest tickets; graduates will not need a ticket for themselves. Graduates who have not ordered their cap and gown by March 15, 2015 will NOT be guaranteed guest tickets.

If a graduate is unable to pick up tickets on the distribution dates, we ask that a family member or a friend pick them up. A Pace ID and a letter of authorization signed by the graduate are required to pick up tickets. Tickets must be picked up by the final distribution date; otherwise, they will be forfeited.

PERSONALIZED ANNOUNCEMENTS
Graduates who would like personalized announcements may order them from Herff Jones at www.herffjones.com/college/pace.

DIPLOMAS
Graduates will NOT be receiving diplomas at the Commencement ceremony. Graduates who have completed all academic requirements and have no outstanding University holds will have their diplomas mailed to them beginning mid-July 2015.

PHOTOGRAPHY
A professional photographer will take individual pictures of each graduate during the Commencement ceremony. Proofs will be mailed to you with an order form and pricing information.

STUDENT SINGER
A student singer will be chosen from the graduate-level candidates who apply for this honor by April 1, 2015. Please see the Commencement website for more information: www.pace.edu/commencement.

SPECIAL ASSISTANCE
If you or any of your guests will need special accommodations before, during, or after the ceremony, please notify your Student Commencement Coordinator prior to cap and gown distribution.

ALCOHOL POLICY
It is a violation of University policy for anyone to possess or consume any alcoholic beverage during any part of the Commencement ceremony. It is also the policy of The Theater at Madison Square Garden that alcoholic beverages of any kind are not allowed to be carried into the facility. Any violation of this policy will disqualify a graduate from participation in the Commencement ceremony.

INTERNATIONAL STUDENTS
If you need a letter from the University to verify your graduation date so that you may invite family from abroad, please contact the Office of Student Assistance no later than March 2, 2015.

FURTHER INFORMATION
If you need further information regarding Commencement, please visit www.pace.edu/commencement.

GRADUATION PLEDGE OF SOCIAL AND ENVIRONMENTAL RESPONSIBILITY
2015 is the seventh year all graduating students will have the opportunity to take part in the Graduation Pledge of Social and Environmental Responsibility at Pace University. For full details and to sign the pledge visit www.pace.edu/greenpledge.

www.pace.edu/commencement