

Saturday, May 18, 2013  
10:00 A.M.

# GRADUATE SCHOOL

# COMMENCEMENT

University of Notre Dame du Lac

<http://graduateschool.nd.edu/graduation>

The Graduate School at the University of Notre Dame hosts a Commencement ceremony specifically for doctoral and master's students. (Architecture, business, law, and the ESTEEM program hold separate ceremonies.) Graduate School students who graduated in August 2012 or January 2013, or who are eligible candidates for graduation in May 2013, are invited to participate in both the Graduate School ceremony on Saturday, and the University Commencement exercises on Sunday. The hooding of Ph.D. recipients and the conferral of graduate degrees take place during the Graduate School ceremony on Saturday.

Christine Maziar, acting dean of the Graduate School, will preside over the ceremony. Fr. John Jenkins, president of the University, the academic officers, and the college deans will be in attendance.



## Venue

The 2013 Graduate School Commencement Ceremony will take place Saturday, May 18, at 10:00 A.M. in the Compton Family Ice Arena, on the south edge of campus. Light refreshments will be served at a reception immediately following the ceremony.



## RSVP Required

Guest tickets are not required for the Graduate School Commencement Ceremony; however, eligible graduates and candidates must notify the Graduate School whether they intend to participate by Sunday, March 31.

To submit your RSVP, you must complete the online response form at: <http://graduateschool.nd.edu/rsvp>. If your plans change, please notify the Graduate School as soon as possible at [gscomm@nd.edu](mailto:gscomm@nd.edu); do not submit a new RSVP.



## Commencement Weekend Schedule of Events\*

### Saturday, May 18:

#### Graduate School Commencement Ceremony

- |                          |                                                                                  |
|--------------------------|----------------------------------------------------------------------------------|
| 9:00 A.M.                | Assemble for academic procession in the Compton Family Ice Arena auxiliary rink. |
| 9:40 A.M.                | Academic procession. (Cap and gown attire required.)                             |
| 10:00 A.M. to 11:30 A.M. | Graduate School Commencement Ceremony, main arena.                               |
| 11:30 a.m.               | Reception to follow. Light refreshments will be served.                          |

### Sunday, May 19:

#### University Commencement Ceremony

- |           |                                                                                                                                                                                             |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8:15 A.M. | Assemble for academic procession into the University Commencement Ceremony. See the Registrar's Commencement website: <a href="http://commencement.nd.edu">http://commencement.nd.edu</a> . |
| 9:00 A.M. | University Commencement Ceremony, Notre Dame Stadium. Guest tickets are required for admission to the University Commencement Exercises.                                                    |

\*Information subject to change; be sure to check <http://graduateschool.nd.edu/graduation> for updates.



## Diploma and Commencement Program

Degree candidates who are graduating in May 2013 should review their information on the degree candidate list under the student information section of the Registrar's Commencement website at <http://commencement.nd.edu>. Students should verify the correct spelling of their name, degree, and hometown for both the printed Commencement program and the diploma. If information needs to be changed, the request must be received by the Office of the Registrar, 300 Grace Hall, no later than Friday, March 21, or an additional fee will be assessed.

Beginning in early June, in-absentia diplomas will be mailed to the address provided on the Registrar's in-absentia form. Please contact Amy Jennings ([Amy.L.Jennings.30@nd.edu](mailto:Amy.L.Jennings.30@nd.edu)) in the Registrar's Office if you need to update this mailing address. Students are not required to attend the Graduate School's Commencement Ceremony to receive their diploma.

## Cap and Gown

Students and recent graduates who are planning to participate in the Graduate School Commencement Ceremony are required to wear a cap and gown.

The Office of the Registrar will hold a Graduation Fair on March 20 at the Hammes Notre Dame Bookstore from 9:00 A.M. to 7:00 P.M. Assistance will be available if you are unsure of your size. If you cannot attend the Graduation Fair, you may order your regalia through the bookstore or online beginning March 21. For additional details, see the Graduate School's website (<http://graduateschool.nd.edu/graduation>).

Doctoral gowns may be purchased March 21 – 29. Doctoral gowns may be rented and master's gowns may be purchased March 21 – April 26.

If you have questions about your regalia, please contact Tricia Aschenbrenner at the Hammes Notre Dame Bookstore at (574) 631-1399 or [supplies@nd.edu](mailto:supplies@nd.edu).

### Master's Gowns

Master's students purchase recyclable caps and gowns. Following the ceremony, you may either keep your cap and gown or donate them via recycling bins which will be located around campus. Master's students may keep their tassel and hood.



### Doctoral Rental Gowns

Doctoral students who have elected to rent a doctoral gown may pick up their gown on Thursday and Friday, May 16 and 17 from 9 A.M. to 7 P.M. at the Hammes Notre Dame Bookstore.

Please return rented doctoral gowns to the bookstore during normal bookstore hours by Saturday, May 25.

## The Graduate School Commencement Ceremony

Faculty and students who are participating in the ceremony should use the main entrance for the Compton Family Ice Arena and assemble in the lower-level auxiliary rink no later than 9:00 A.M.

Marshals will line up participants and will lead the procession into the main arena at 9:40 A.M.

Doors will open for guest seating at 8:30 A.M. Guests should enter through the main doors and proceed upstairs to the seating area.

Graduates and degree candidates, please secure your valuables during the ceremony or leave them with your guests. The Graduate School and the Compton Arena cannot guarantee their safety if you leave them in the assembly area.

### Photographer

GradImages will be the official photographer for Saturday's ceremony. Graduates will have an opportunity to order photos from the photographer at a later date.

### Live Web Stream and Professional DVDs

The Graduate School ceremony will be streamed live on the Internet for friends and family who are not able to attend in person. For more information, please check the live stream page at <http://commencement.nd.edu/live-webcast/>.

Professional DVDs of the Graduate School ceremony, the University ceremony, the Commencement Mass, and other events may be ordered through the Registrar's Commencement website at <http://commencement.nd.edu>.

## Instructions for Graduates

### *Degree Candidates*

All degree candidates should arrive at the Compton Family Ice Arena no later than 9:00 A.M. and proceed to the check-in tables in the lower-level auxiliary rink.

After checking in, look for the appropriate banner designating the assembly area for your degree. Marshals will line you up in alphabetical order by degree. Names are announced and diplomas are handed out in this order; please do not step out of order.

At the appointed time, marshals will lead you in a procession to your seat in the main arena. At the end of the ceremony you will process out, following the same order in which you entered.

### *Instructions for Master's Degree Recipients*

At the direction of the marshals, you will rise from your seat and walk to the steps to the right of the stage. A marshal will direct you onto the stage. As your name is announced, you will walk to the middle of the stage and receive your diploma. After shaking hands, you will exit the stage via the east steps, and return to your seat.

### *Instructions for Ph.D. Recipients*

At the direction of the marshals, you will rise from your seat and walk to the steps to the right of the stage. A marshal will direct you and your adviser onto the stage. As your name is announced, you will walk to the middle of the stage, where your adviser will place the hood over your head and you will receive your diploma. After shaking hands, you will exit the stage via the east steps, and return to your seat.

## Instructions for Faculty Who Are Hooding

All faculty advisers should arrive at the Compton Family Ice Arena no later than 9:00 A.M. and proceed to the check-in tables in the lower-level auxiliary rink.

After checking in, please join your advisee in the line for Ph.D. recipients. Marshals will line you up, along with your advisee, alphabetically by college. At the appointed time and at the direction of the marshals, you will process into the main arena. Advisers will sit beside their advisees (student enters row first).



At the proper time, when directed to do so by the marshal, accompany your advisee to the steps on the right hand side of the stage. Take the hood from your advisee and arrange it so the side with the velvet trim is on top. As Fr. Jenkins presents the diploma, place the hood over your advisee's head and follow him or her across the stage and back to your seat.

At the end of the ceremony you will process out of the arena, following the same order in which you entered.

If you are hooding more than one student and time permits, you will be directed to return to the line-up area and wait for your next student. If you will be hooding the next student in line (or one shortly thereafter), after hooding the first student, you will turn around and walk back to the stairs to meet your next student.

## Instructions for Faculty Members of the Audience

Faculty who are not hooding students, but wish to observe the ceremony from the audience, should arrive at the Compton Family Ice Arena no later than 9:15 A.M. and proceed to the lower-level auxiliary rink.

Faculty audience members will gather in the designated area; no check-in is required. At the appointed time and at the direction of the marshals, you will process into the main arena. At the end of the ceremony, you will process out of the arena, following the same order in which you entered.

### Protocol for Ph.D. Graduates

- ☞ **Cap and Hood:** Remove your cap before approaching the stage. As you approach the stage, hand your hood to your adviser.
- ☞ **On-Stage:** When your name is called, proceed across the stage first and pause at the mark just before reaching Dean Maziar and Fr. Jenkins. Bend your knees slightly and wait for your adviser to place the hood over your head. Do not lean forward.
- ☞ **Diploma and Handshake:** Once your adviser has placed the hood, continue forward to accept your diploma and shake hands with the administrators.



**Directions**

From the north: The University is located just south of the Indiana Toll Road (Interstate 80/90). Exit I-80/90 at Exit 77 and turn right onto Indiana 933. Make a left at the fourth stop light (Angela Boulevard). Past Eddy Street, there will be two opportunities to turn left and enter the parking lots near Compton Arena; the first is immediately before the arena, and the second is at the Leahy Drive stoplight. Follow signs to the visitors' parking lots, southwest of the athletic fields.

From the south: Take U.S. 31 north, which becomes Indiana 933 just south of the city of South Bend. Stay on Indiana 933 through downtown South Bend to Angela Boulevard. Past Eddy Street, there will be two opportunities to turn left and enter the parking lots near Compton Arena; the first is immediately before the arena, and the second is at the Leahy Drive stoplight. Follow signs to the visitors' parking lots, southwest of the athletic fields.

**Parking**

The parking lots between the Joyce Center and the Compton Family Ice Arena will be open for Saturday's ceremony. Limited handicapped parking will be available near the Compton Arena.

For more information, please see contact Notre Dame Parking Office at (574) 631-5053 or [parking@nd.edu](mailto:parking@nd.edu).

**Guest Accommodations**

For information regarding off-campus hotels, or on-campus meals and accommodations during Commencement weekend, please visit the families and guests section of the Registrar's Commencement website at <http://commencement.nd.edu>.

Additional resources and visitor information can be found online at <http://www.visitsouthbend.com>.

