

MEMO

TO: PROJECTED GRADUATES
FROM Registrar's Office
DATE: February 14, 2017

Below is a schedule of activities relating to graduation and a list of important items to remember.

TUESDAY, MARCH 7, 2017

GRADUATION CELEBRATION OPEN HOUSE

Time: 11:00am-2:00pm

Place: Lower Caf

Notes: A one-stop shopping opportunity for all graduating students, where you can shop for announcements picture packages, rings, videos, and more. Feel free to come and go when you want.

THURSDAY, APRIL 20, 2017

MANDATORY GRADUATION MEETING

Time: 4:00 - 5:00pm

Place: EHC 100

Notes: This is a **MANDATORY** meeting for all graduates. Caps & gowns will be distributed at this time and details about graduation weekend will be discussed.

WEDNESDAY, APRIL 26, 2017

CAP & GOWN PORTRAITS

Time: 11:00 - 5:00pm

Place: MC 105 (Penberthy Dining Room)

Notes: Take your official graduation portrait with cap & gown or in business attire. Appointments will be made through the vendor.

THURSDAY, MAY 4, 2017

SPRING CONCERT

Time: 7:00 - 8:00pm

Place: Music Recital Hall

Dress: School dress

Notes: This end-of-the-year concert features all choirs and instrumentalists from the university in their best music of the year. The concert in the Recital Hall is free to all.

FRIDAY, MAY 5, 2017

GRADUATION PRACTICE

Time: 9:30 - 11:00am

Place: MacArthur Center

Dress: Casual

Notes: It is **MANDATORY** that you attend this practice session. Please make arrangements so that you may attend this practice. Those not present at the practice **WILL NOT BE ALLOWED TO WALK IN GRADUATION**. We will be as efficient as possible with our practice agenda, but the items which will be covered are critical for you to know.

FACULTY/GRADUATE LUNCHEON

Time: 12:00 - 1:30pm

Place: Dunkin Student Center Dining Room

Dress: School dress

Fee: None, but must sign up at Registrar's Office by **12:00pm on Tuesday, May 2.**

Notes: This is a time for graduates to get together with the professors who taught you in your major. It is intended to be a time of fellowship and sharing. Parents or friends of graduates should **NOT** attend this activity. A short program will be included.

GRADUATION CEREMONY

Time: Seating area opens at 5:30pm for those with tickets, 6:00pm for those without tickets*
Graduation exercises begin at 6:30pm

Place: College of the Canyons Athletic Stadium

Dress: Dress Attire

Notes: Graduates should report to the Upper Field at College of the Canyons early enough to be robed for group graduation pictures on the following schedule:

4:30	Family & Consumer Sciences	5:10	MABC (Biblical Counseling)
4:35	Political Studies	5:15	MABS (Biblical Studies)
4:40	History	5:20	Biblical Studies
4:45	Music	5:25	Mathematics
4:50	Kinesiology & Physical Education	5:30	Sciences
4:55	Degree Completion	5:35	English
5:00	On-Line Program	5:40	Computer & Information Sciences
5:05	Liberal Studies & Teacher Ed	5:45	Communication
		5:50	Business Administration

In order to complete this picture-taking process in time to line up for graduation, it is **ABSOLUTELY IMPERATIVE THAT WE STICK TO THIS SCHEDULE**. Therefore, we will not wait for latecomers when taking each picture.

No one will be allowed into the audience seating area prior to 5:30 Friday evening.

*Tickets will be required for friends and family members to enter the stadium at 5:30. You will be given twelve tickets to distribute to whomever you choose. These tickets will be distributed at the mandatory graduation meeting on Thursday, April 20, in EHC 100.

The college will be recording the ceremony and a digital copy will be available on YouTube as part of your graduation fee. Personal recording of the ceremony is welcome, but out of courtesy to other members of the audience, recording must be done from the designated area located to the right of the stage.

Your cap, gown, hood, and tassel are yours to keep. Congratulations!