

GUIDE TO COMMENCEMENT MAY 20, 2012



CLARK
UNIVERSITY



CONGRATULATIONS!

You soon will receive your degree from Clark University. Although most of your work is completed, there are a few significant details to which you need to attend before graduation in May.

Times, dates, locations, procedures, attire, and guest services for Commencement 2012 are listed in this brochure. Please read it carefully, note important dates and deadlines, and save it for future reference.

Copies of this brochure are sent to all parents of graduating students. If you need additional information or a copy of this brochure, please stop by the Office of the Dean of the College in room 206 of the Geography Building, or visit the Commencement Web page at clarku.edu/commencement.

ATTENDANCE

Commencement 2012 will be held **Sunday, May 20**, on the Jefferson Academic Center Green. The procession from Kneller Athletic Center begins at **1:15 p.m.** and the ceremony starts at 1:30.

Students who have completed all work and whose grades (no incompletes) have been received at the Registrar's Office automatically are included in the Commencement program and invited to participate in the graduation ceremony. If a last-minute emergency prevents you from joining the ceremony as planned, please call 508-793-7575.

Please review your student account prior to April 1 to see if you have any holds and/or a balance due. All holds and balances must be cleared before you can be cleared for graduation. You may contact your student account counselor with questions. If your last name begins with A-Ge, call 508-793-7721; Gf-No, call 508-793-7483; or Np-Z, call 508-793-7491, before April 1.

All students who received federally funded or Clark institutional loans to finance their educations must complete an online exit interview. The exit interviews are mandatory, and diplomas of any students who do not complete an online exit interview may be withheld. You will be notified in March about the exit interview process.

CONVOCATION

All graduates are invited to recognize many of the outstanding members of the Class of 2012 and to hear the remarks of our honorary degree recipients at the Honors Convocation ceremony on **Sunday, May 20 at 10:30 a.m.** in Atwood Hall. The Honors Convocation acknowledges student members of various honor societies and the winners of academic awards and prizes. The Dean of the College's office notifies each of these individuals directly. If you are receiving departmental honors for a senior thesis or Latin honors, your award will be recognized in the commencement ceremony program.

CAPS AND GOWNS

Undergraduates: You will be fitted when you pick up your souvenir caps, gowns, tassels and hoods on Tuesday, **May 15**, or Thursday, **May 17**, from **11 a.m. to 7 p.m.** in the **Atwood Hall Blue Room**. You will have been billed in advance for your outfit, which is yours to keep. Please allow an extra 20 minutes or so to complete the Senior Survey when you pick up your outfit. This survey asks about your experience at Clark University and your plans for the future.

Graduate Students: Most of the times, dates, locations, procedures, attire, and guest services for Commencement 2012 listed in this brochure for undergraduate students also apply to graduate students. You must complete the Graduate Student Commencement Attendance Form online at clarku.edu/gradcommencement in order to have a cap and gown ordered for you.

Master's: The charge for master's degree souvenir caps, gowns, tassels and hoods is \$27, due and payable to University Cap and Gown upon pickup. The outfit is yours to keep.

Doctoral: The rental fee for doctoral degree outfits is \$36, due and payable to University Cap and Gown upon pickup. Rental caps and gowns must be returned to the Sackler Science Building **after the ceremony**. Doctoral students who do not return their caps and gowns will be billed directly by University Cap and Gown for the full cost of the outfit. The hood and tassel are yours to keep.

COMMENCEMENT DAY SCHEDULE

Assembly: If you are graduating, assemble at **12:30 p.m. sharp** in Kneller Athletic Center wearing (or carrying) your cap and gown. Anyone who does not arrive in time for accurate placement in the procession will not receive a diploma on stage.

Commencement is a formal affair. Commencement officials reserve the right to prohibit a student from participating if the formal cap and gown are not worn, or if the student's identity is concealed in any way.

Seating: In the Kneller gymnasium, tagged seats are arranged alphabetically. Find the one with your name on it and be seated. You will receive last-minute instructions at this time.

Procession: From Kneller, you will walk in pairs to the Commencement area. When you take your seat on the Campus Green, stay in alphabetical order — otherwise you might get someone else's diploma.

Ceremony: The program, which begins with a commencement address and ends with the awarding of doctoral, master's and baccalaureate degrees, will run approximately 2.5 hours. To avoid disruption, and out of respect for all degree recipients, **all students are expected to remain in their assigned seats for the entire ceremony.**

Awarding degrees: Group 1—all graduate degrees; Group 2—all COPACE undergraduate degrees; Group 3—all undergraduate college degrees.

At some point in the ceremony, the faculty marshal will ask members of your degree group to stand. Remain standing as President Angel confers your degree.

Your group then will proceed toward the podium, row by row, beginning at the front and the extreme left. Follow the person on your left. When your name is called, walk across the platform, receive your diploma and return to your seat.

Recession: After the ceremony, the formal recession of the platform party (including the president, trustees, honorary degree recipients and faculty) begins. You are expected to remain seated until the party has left the

platform. Graduates will follow them in a recession from the platform to Atwood Plaza along the walk beside Jefferson Academic Center, where faculty members will have formed an aisle to congratulate you.

CONSIDERATION FOR GUESTS

Guests who prefer seating indoors may sit in Atwood Hall, enabling them to see a broadcast of the ceremony on large TV monitors.

If special seating is required for physically challenged family or friends, please contact Physical Plant (508-793-7566) in advance to arrange reserved seating.

To allow all to hear and enjoy the Commencement ceremony without disruption, we request that you hold off celebrating until after the final recession. Drinking and raucous behavior during the ceremony will not be permitted.

PHOTOGRAPHS AND VIDEO RECORDINGS

Professional photographers will set up near the Commencement platform to take photographs of each graduate as he/she is handed a diploma. Details about purchasing this photograph will be sent to students' homes after graduation, but there is no obligation to buy. Family and friends may take their own photographs along the processional route from Kneller and from a small section reserved at the side of the platform.

Clark will be videotaping the commencement ceremony and providing a live video feed via the Internet. Information about how to purchase a copy of the video and/or how to view the video live will be available on our website later this spring.

COMMENCEMENT FESTIVITIES

Commencement Brunch: Seniors and their families are invited to a brunch in the Higgins University Center between 9 a.m. and 12:30 p.m. on the morning of Commencement. Reservations for your entire family should be made on the enclosed reservation form.

Commencement Reception: Following the Commencement ceremony, a reception with refreshments will be held for all graduates and their families outside (weather

permitting) in the Kresge Quadrangle, between the Higgins University Center and Sackler Sciences Center. The reception will be held inside the University Center if there is inclement weather.

INVITATIONS

You may invite as many guests as you wish to Commencement and Convocation. A packet of five formal invitations will be delivered to your campus mailbox. After you have received your initial five invitations, you may request additional invitations at the Dean of Students Office. There is no charge for these

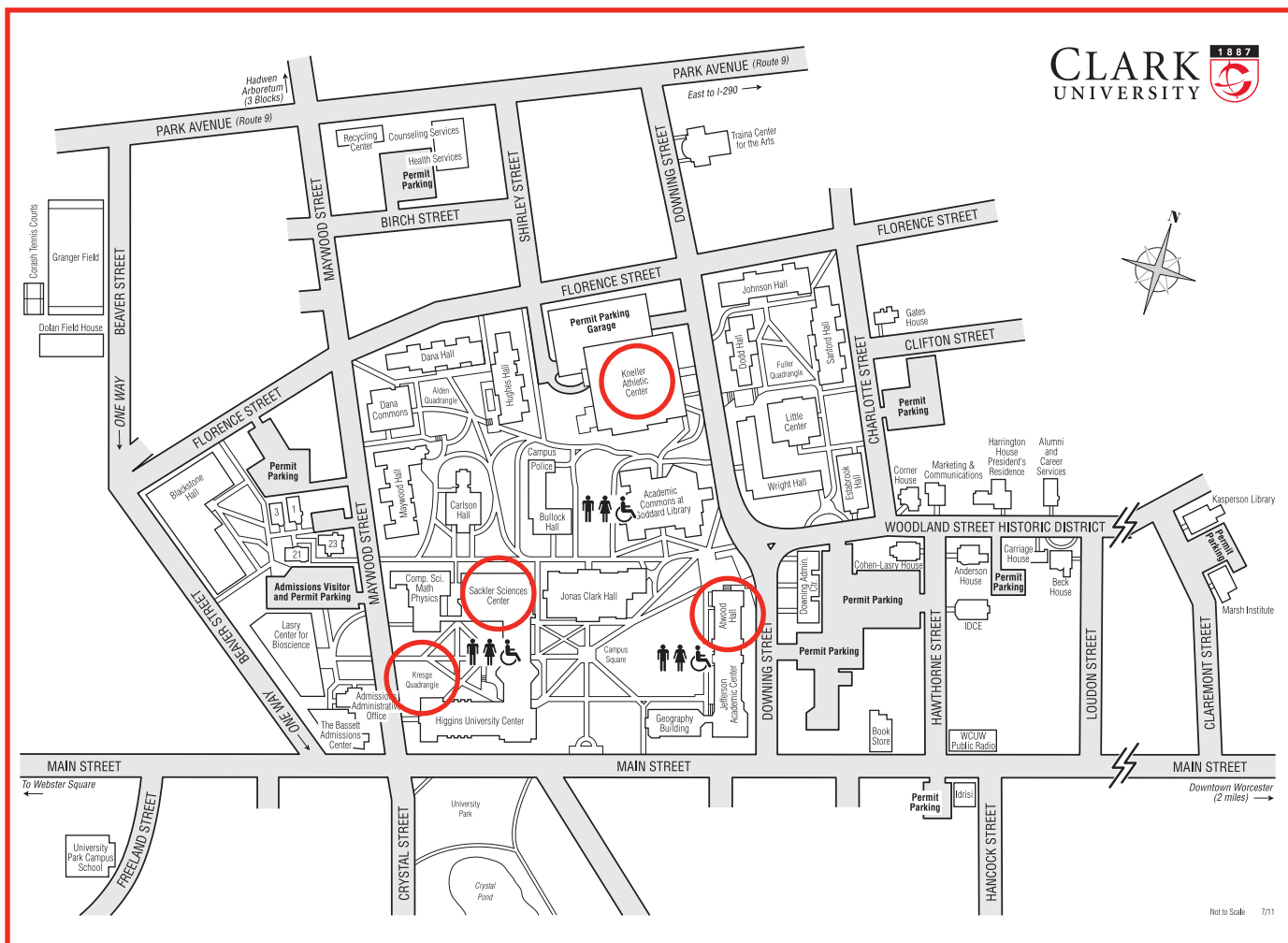
University invitations, and your guests do not need to show an invitation in order to attend Commencement.

WE SALUTE YOU

On May 20, 2012, you will reach your destination as graduates of Clark University and begin your journey as Clark Alumni, Class of 2012.

COMMENCEMENT WEB PAGE

For information regarding Commencement, visit our website at clarku.edu/commencement.



Restrooms, Handicapped accessible.

PLEASE NOTE: Guests may park in all permit lots.

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 Reduce, Reuse, Recycle