



# **2009 Commencement Exercises Information**



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**Friday • June 12, 2009 • 5:00 p.m.**

Graduate and Undergraduate Commencement  
for the Charter College of Education,  
College of Engineering, Computer Science,  
and Technology and the  
College of Health and Human Services

**Saturday • June 13, 2009 • 8:00 a.m.**

Graduate and Undergraduate Commencement  
for the College of Arts and Letters,  
College of Business and Economics,  
and the College of Natural and Social Sciences

**University Athletic Stadium**



## GETTING READY FOR YOUR BIG DAY!

To all students earning or applying for Cal State L.A. degrees during the academic year 2008-2009. Please read this information carefully and keep it available for easy reference. No other official notices will be distributed. Please share this brochure with your Commencement guests and bring it with you to Commencement.

### Cal State L.A.'s Sixty-Second Commencement!!

*Congratulations — may you have a most memorable Commencement Day!*

This year's Commencement Exercises will be held on **Friday, June 12, 2009 at 5:00 p.m.** and on **Saturday, June 13, 2009, at 8:00 a.m.**

Commencement is a significant event in the life of a student and a time to celebrate! As you, your family and friends make plans for the "big" day that you become a Cal State L.A. graduate, questions are sure to arise.

This brochure answers those questions asked most frequently and provides information that we hope will make the 62nd Commencement Exercises at Cal State L.A. pleasant and memorable.

#### **Who is eligible to participate in Commencement 2009?**

All undergraduate and graduate students who received a degree from Cal State L.A. in Fall 2008 (December) and those who have submitted a graduation application during the filing periods listed in the quarterly Schedule of Classes, for the Winter, Spring, or Summer 2009 Quarters are eligible and welcome to participate in Commencement activities.

#### **Where can I ask questions about degree requirements and graduation?**

All questions about degree requirements and eligibility should be directed to your major department or division; questions about diplomas and the like should be directed to the Graduation Office, (323) 343-3840.

#### **Where can I get other information when campus offices are closed? Is there a HotLine?**

A 24-hour graduation HotLine will be available from April 20–June 13. The number is (323) 343-GRAD.

There is a Commencement website at [www.calstatela.edu](http://www.calstatela.edu) that will livestream both Commencement ceremonies.

#### **Are tickets required for admission to the Commencement?**

**YES.** Each candidate will be allowed only **five (5)** tickets to the Commencement Exercises. Children over eight will require an admission ticket.

#### **Where can I obtain my admission tickets?**

**FREE ADMISSION TICKETS** (five per candidate) will be available at GradFair 2009 on **April 15** from 10:00 a.m. to 7:00 p.m. and **April 16** from 10:00 a.m. to 6:00 p.m. in the Gymnasium, and at the University Bookstore from **May 1 to June 2** between 8:00 a.m. to 7:00 p.m., Monday through Thursday, Friday 8:00 a.m. to 3:00 p.m., and Saturday 9:00 a.m. to 2:00 p.m. **Photo I.D. must be presented at the time of pick up.**

#### **Where do I purchase ANNOUNCEMENTS?**

You may purchase printed announcements for mailing to relatives and friends at the University Bookstore for \$14.98 plus tax for a package of ten. Each announcement includes envelopes and enclosure cards. Personalized announcements are available at the University Bookstore or online at [cbgrad.com](http://cbgrad.com). The cost is \$53.00 for a package of 25. Allow three weeks for delivery of personalized announcements. Please note: announcements are **not** tickets for admission to the ceremony.

#### **What should I do if I am concerned that my disability may interfere with my participation in the Commencement Exercises?**

If you have a disability that may need accommodating during the Commencement Exercises, please contact the Office for Students with Disabilities (Student Affairs, Rm. 115, [323] 343-3140) and speak with a counselor by **May 18**. A sign language interpreter will be on stage throughout the exercises.

#### **May small children attend Commencement?**

Yes. Small children who are accustomed to sitting still without disturbing those around them are welcome. Strollers must be stored as directed. Children over eight require an admission ticket; no children will be allowed to sit with graduates.

#### **What should candidates do now if they wish to participate in the June 12 or June 13 Commencement? Is attendance compulsory?**

Application or registration is not necessary and attendance is not compulsory **but is strongly encouraged.** Candidates need only obtain a cap and gown from the University Bookstore (first floor, Golden Eagle), attend a student rehearsal, and

come to campus on Friday, June 12 for Graduate and Undergraduate Commencement for the Charter College of Education, College of Engineering, Computer Science, and Technology and the College of Health and Human Services or Saturday, June 13 for Graduate and Undergraduate Commencement for the College of Arts and Letters, College of Business and Economics, and the College of Natural and Social Sciences.

#### **Will the names of candidates who do not attend Commencement Exercises appear in the program?**

Yes. The names of those who received degrees in December 2008 and those who formally applied for a degree to be awarded in March, June, or September 2009 (provided the Graduation Office received the graduation application by the deadline dates noted in the Schedule of Classes) will appear in the program.

Candidates **who prefer not to have their name, degree, and honors** (if any) listed in the Commencement program should contact the Office of the Provost and Vice President for Academic Affairs, (323) 343-3800, **before April 23.**

All students who attend Commencement Exercises receive a program at the ceremony. After Commencement Exercises, individual copies of the program will be available without charge (while quantities last) from the Alumni Center (J-SU 102), beginning June 22, 2009.

#### **Where can I obtain a cap and gown?**

GradFair is your first opportunity to purchase your cap and gown. GradFair will take place in the Gymnasium on Wednesday, April 15, 2009 from 10:00 a.m.-7:00 p.m., and Thursday, April 16, 2009 from 10:00 a.m.-6:00 p.m.

The University Bookstore, (323) 343-2500, maintains a cap and gown purchase service. Academic attire appropriate for Commencement may be obtained April 13-June 5, as follows: Monday-Thursday, 8:00 a.m.-7:00 p.m., Friday, 8:00 a.m.-2:00 p.m., Saturday, 9:00 a.m.-2:00 p.m. Commencement, Friday, June 12, 2009, 8:00 a.m.-6:00 p.m., and Saturday, June 13, 2009, 6:00 a.m.-2:00 p.m.

#### **Freeway Map to Cal State L.A.**





### How much does it cost to purchase academic attire?

- Undergraduate's cap, gown and tassel, \$38.98 plus tax
- Master's cap, gown, and tassel, \$40.98 plus tax
- Master's hood rental, \$41.98 plus tax

### What is the correct way to wear academic attire?

Undergraduates who have not yet earned a first degree wear the tassel forward and to the right. The cap is worn with the long point of the shell to the rear. At the conclusion of the program, bachelor's degree graduates move their tassels to the left, thus signifying the conferring of the bachelor's degree.

Master's and doctoral candidates wear a hood that hangs to the rear from the neck and may be fastened to the wearer's apparel in front by a cord or elastic band. To avoid wearing the hood inside out, care should be taken that the velvet facing of the hood is visible under the chin and lies flat over the shoulders.

The tassel on the master's and doctoral caps are worn on the left, signifying the possession of an academic degree.

### What type of clothing is worn under an academic robe?

Women usually wear lightweight summer dresses and dark shoes with medium heels. Flowers and jewelry should not be worn on the academic gown. Men should wear business attire including ties, dark shoes, and preferably dark trousers; suit jackets and sport coats are not necessary.

### Will there be a Commencement rehearsal? If so, when and where?

Yes. There will be two rehearsals for Graduates and three for Undergraduates. Graduating students are expected to attend at least one rehearsal.

Graduate Rehearsals: Tuesday, June 9, 2009 from 4:00 to 5:00 p.m.; and Wednesday, June 10, 2009 from 4:00 to 5:00 p.m.

## THE BIG DAY – Graduate and Undergraduate Commencement for the Charter College of Education, College of Engineering, Computer Science, and Technology and the College of Health and Human Services, Friday, June 12, 2009 and Graduate and Undergraduate Commencement for the College of Arts and Letters, College of Business and Economics, and the College of Natural and Social Sciences, Saturday, June 13, 2009

Undergraduate Rehearsals: Tuesday, June 9, 2009 from 3:00 to 4:00 p.m.; Wednesday, June 10, 2009 from 1:00 to 2:00 p.m.; and Thursday, June 11, 2009 from 10:00 to 11:00 a.m.

All rehearsals will be held on Reeder Field (baseball field).

### On Commencement Day, after students have donned their academic attire, where do they go and what do they do?

Signs for the various degree groups will be posted in the assembly area.

### What is the schedule of events for your Commencement Day?

Guests must go directly to the seating area to await the start of the Academic Procession.

**Friday, June 12, 2009**—Graduate and Undergraduate Ceremony for the Charter College of Education, College of Engineering, Computer Science, and Technology and the College of Health and Human Services

- Candidates assemble on Reeder Field north of the track to form the Academic Procession by 4:00 p.m.
- Academic Procession begins at 5:00 p.m.
- Exercises conclude at approximately 7:30 p.m.

**Saturday, June 13, 2009**—Graduate and Undergraduate Ceremony for the College of Arts and Letters, College of Business and Economics, and the College of Natural and Social Sciences

- Candidates assemble on Reeder Field north of the track to form the Academic Procession by 7:00 a.m.
- Academic Procession begins at 8:00 a.m.
- Exercises conclude at approximately 10:00 a.m.

Both programs include an introduction by the President of the University, an address by the Commencement speaker and conferring of academic honors and degrees.

### What happens at the Commencement Exercises?

The formal, degree-conferring ceremony begins promptly at 5:00 p.m. on Friday, June 12, and Saturday, June 13 at 8:00 a.m. with the Academic Procession. The exercises conclude with the University Hymn and the recessional.

### What is expected of graduates during Commencement?

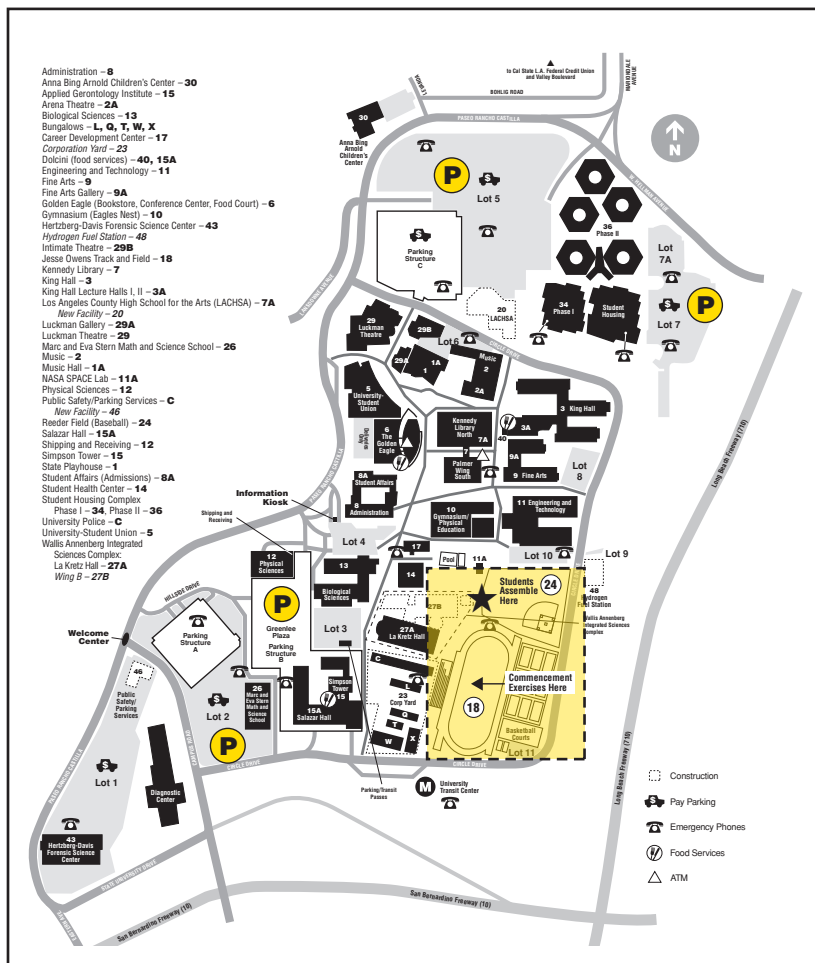
- 1) No smoking or alcoholic beverages allowed. Inebriated students will not be allowed to participate in the ceremony.

- 2) Cellular phones, pagers, electronic devices, purses, bags, balloons and/or beach balls will not be allowed in the student seating area.

- 3) Faculty Marshals will provide directions for the following:

- Lining up
- Marching into the Stadium (Processing)
- Seating
- Keeping aisles clear to facilitate easy access to the platforms

## Campus Map, Parking & Commencement Seating Information



**Disruptive or inappropriate behavior will not be tolerated. The above rules of behavior will be enforced at the ceremony. With everyone's cooperation, this occasion will be a proud and happy memory for all our graduates and guests.**

### What do candidates do as their degrees are conferred?

Doctoral degrees are conferred first. Candidates are escorted to the stage and hooded by the President of the University. Candidates for the master's degrees are presented by the Graduate and College Deans to the President of the University for degree conferral.

Candidates are escorted by sections to the program area where they are hooded by their College faculty.

Candidates for **bachelor's degrees** are presented by their College Deans to the President of the University for degree conferral. Candidates are escorted by sections to the program area, where they receive their diploma case.

### Do candidates receive their diplomas at Commencement?

No. They receive their diploma cases only. Graduates receive their diplomas in the mail 4-6 weeks after their degree has been officially granted by the Graduation Office (whether they participate in Commencement Exercises or not). During the period between final verification for degree eligibility and the mailing of diplomas, a letter of congratulations is sent to every student who meets the requirements for a degree.

### Where should I tell my family and friends to meet me after the ceremonies?

It is suggested that you pre-set a campus spot at which to meet friends and relatives after the exercises.

### Where may we park?

Campus parking is free for all Commencement activities. Parking Services will direct visitors to parking areas. Candidates and their guests are urged to enter the campus from the north and east (Valley Boulevard or Hellman Avenue) and to park in Lots 5 or 6. This will help to avoid the crowded conditions that always exist on Commencement Day at the southern entrances to campus (from the San Bernardino Freeway and Eastern Avenue). We strongly encourage carpooling or any other alternate mode of transportation. Parking is on a limited, first-come first-served basis. Therefore, we urge all visitors and graduates to arrive early to ensure parking.

### Do I need to make special parking arrangements for my guests who have limited mobility or other physical problems?

Guests with a DMV disabled person parking placard or disabled person plates must display the placard/plates upon entering the campus. Officers will direct them to park in a designated lot at close proximity to the ceremony. If you have a guest with physical limitations that does not own a disabled placard, please stop by the Department of Public Safety, Bungalow C, after the Commencement rehearsals to obtain a special permit to allow your guest(s) to park in the designated lot (up to 2 permits per graduate). If your guest requires a wheelchair, please make such arrangements on your own according to specific needs.

**For Saturday's Commencement, persons needing special assistance should plan to arrive no later than 7:00 a.m.**

### Is there special seating for disabled individuals?

**Guests:** A section of the seating area will be reserved for spectators with disabilities. Each designated section is accessible via gates D and A. (See map at left.)

**Candidates:** Contact the Office for Students with Disabilities, (323) 343-3140 by **May 15**, for assistance with both the procession and seating.

Close proximity to the event may not be possible, therefore, long distances and stairs may be encountered. It is the responsibility of the student to survey the approaches to the event area before Commencement Day to let any guests who may have difficulty know what to expect.

### What provisions have been made for emergency health care during Commencement?

The Student Health Center will be open during the Commencement Exercises to render first aid. Contact the nearest usher or police officer for assistance.

### What about cameras? May we take pictures?

Yes. You are welcome to bring cameras to all Commencement activities. However, guests **may only** take pictures **from their seats** and should take care not to disturb those around them in the audience.

### Only official photographers will be permitted on the field or in the platform area.

A professional photography company will photograph you receiving your diploma. For more information, call the Alumni Center at (323) 343-2586 (ALUM).

Most types of film and disposable cameras are available for purchase at the University Bookstore. The University Bookstore (first floor only) will be open Friday, June 12, 8:00 a.m.-8:00 p.m., and Saturday, June 13, 6:00 a.m.-2:00 p.m. (first floor only), and full store from 8:00 a.m. to 2:00 p.m.

### Where may we dine on campus?

For the convenience of the candidates and their guests, the following food facilities will be open:

#### Friday—June 12

Café LA (serving Starbucks).....	7 a.m.-7 p.m.
Carl's Jr. ....	7 a.m.-7 p.m.
Dolcini's.....	7 a.m.-2 p.m.
El Pollo Loco .....	10 a.m.-7 p.m.
Johnny's Kitchen .....	7 a.m.-3 p.m.
Juice It Up.....	9 a.m.-2 p.m.
Kikka Sushi.....	10 a.m.-3 p.m.
Rice Garden .....	10 a.m.-3 p.m.
Sbarro.....	10 a.m.-7 p.m.

#### Saturday—June 13

Café LA (serving Starbucks).....	6 a.m.-1 p.m.
Carl's Jr. ....	6 a.m.-1 p.m.
Dolcini's.....	6 a.m.-1 p.m.
El Pollo Loco .....	6 a.m.-1 p.m.
Juice It Up.....	6 a.m.-1 p.m.
Sbarro.....	6 a.m.-1 p.m.

### GradFair 2009 is planned especially for you!

Date: *Wednesday, April 15 10:00 a.m. – 7:00 p.m. and Thursday, April 16, 2009 10:00 a.m. – 6:00 p.m.*

Where: University Gymnasium

What: **GradFair** is a one-stop shop for graduating seniors. Come and get your:

- ✓ **GradPack** (full of money-saving coupons for all of your graduation needs, gifts, invitations to networking events/workshops, and a 5-year membership in the Alumni Association!)
- ✓ Cap and Gown
- ✓ Commencement Tickets
- ✓ Commencement DVD
- ✓ Alumni Gift Pack
- ✓ Yearbook

For more information on GradFair or GradPack, contact the CSULA Alumni Association by telephone at (323) 343-2586 (ALUM) or by e-mail at [alum@cslanet.calstatela.edu](mailto:alum@cslanet.calstatela.edu).

### Yearbook Photos

Take your yearbook photos at GradFair! To request an appointment online, visit [www.ultimateexposures.com](http://www.ultimateexposures.com) or e-mail [holly@ultimateexposures.com](mailto:holly@ultimateexposures.com). You can reach Ultimate Exposures at (818) 781-9530. For questions regarding the yearbook, call (323) 343-2586 (ALUM), or e-mail [alum@cslanet.calstatela.edu](mailto:alum@cslanet.calstatela.edu).

## Commencement Seating Chart Graduate and Undergraduate Commencement

