April, 2018

Dear Graduating Student,

Now is the time for you to begin planning for the University Commencement Ceremony and the College of Engineering and Applied Sciences (CEAS) Convocation. To inform you more about the day’s events, the following information can be used as a reference.

I would also recommend that you visit: http://www.stonybrook.edu/commcms/commencement/ for more information regarding the University Ceremony.

Congratulations on your degree! On behalf of the CEAS, I hope to see you at both ceremonies!

Best Regards,

Jennifer Dellaposta
Assistant Dean
College of Engineering and Applied Sciences
Everything You Need To Know About the University Commencement and the CEAS Convocation

To: College of Engineering and Applied Sciences degree candidates (B.S., B.E., M.S., and Ph.D.) for December 2017, May and Summer 2018.

This is the only document regarding the University Commencement and the CEAS Convocation you will receive from the College of Engineering and Applied Sciences. This is a useful document to have on hand on graduation day. Use it as a reference guide. More information regarding the University Commencement can be obtained at: http://www.stonybrook.edu/commcms/commencement/

UNIVERSITY COMMENCEMENT

On Friday, May 18, 2018 the University Commencement will begin at 11:00 AM in the Kenneth P. LaValle Stadium, rain or shine. Graduation candidates in academic attire must assemble at the Island Federal Credit Union parking lot at 10:00 a.m. and line up for the procession by their department posts. Please refer to https://www.stonybrook.edu/commcms/commencement/candidate_checklist.php for information on candidate arrival and line up.

If you applied for graduation on SOLAR by the March 1 deadline, you will be receiving electronic reminders from the Office of Conferences and Special Events about deadlines and other important information. Make sure that you strictly adhere to the deadlines or your name may not appear in the University Commencement program or you may not be able to obtain tickets to the University Commencement Ceremony.

March 2 - May 6: Ceremony Registration Form: The Ceremony Registration Form is available on SOLAR (https://it.stonybrook.edu/services/solar). On your SOLAR homepage, look for Student Records & Registration and select Degree Progress/Graduation and then select the Ceremony Registration Form tab. You need to complete the form on-line in order to obtain tickets to the University Commencement and the College of Engineering and Applied Sciences Convocation. If you difficulty completing the form on SOLAR, contact the Office of Conferences and Special Events at (631) 632-6320.

May 6: (12 AM) Deadline to complete the Ceremony Registration Form.

Each candidate who completes the Ceremony Registration Form, by the May 6, 2018 deadline, is eligible to have their (3) GUEST TICKETS reserved in their name for the Main University Commencement Ceremony.

On May 7, REGISTERED CANDIDATES will receive an email to their SBU email account with instructions on how to access tickets to the University Main Commencement Ceremony. See further information below under GUEST TICKETS for details about the procedure for online Guest tickets.
The CEAS Convocation follows the University Commencement. This ceremony will be held in the Island Federal Credit Arena located in the Sports Complex at 1:30 PM. Graduates must assemble promptly at 12:45 PM in the Pritchard Gym located in the Sports Complex to form the procession. Your guests should proceed to the Arena at the same time.

Guests will not be permitted to enter Pritchard Gym with the graduates. Guests should proceed directly to the Arena for seating.

- **Guest Tickets are required for the CEAS Convocation.** All students who completed the Ceremony Registration Form by May 6, 2018 will be able to pick up their (4) GUEST TICKETS in the College of Engineering and Applied Sciences, Undergraduate Student Office, Engineering Room 231 as indicated below:

  Dates:  Wednesday, May 9 - Friday, May 18, 2018  
  Time:  9:00 a.m. - 4:00 P.M.  
  Ticket Location for B.S., B.E., M.S. and Ph.D. graduates – Engineering Room 231

**CEAS line up**

In the Pritchard Gym you will find banners indicating the names of the majors/departments. You must assemble behind the banner displaying your major. Faculty marshals, staff, and student helpers will be there to assist. (Those graduating with a double major within CEAS may choose either of the two to go with, but are encouraged to stay with the engineering group if engineering is one of the majors).

While in your department line, you will be required to complete an index card. Your first name, last name, mailing address and the phonetic spelling of your name (for proper pronunciation by the faculty marshal) must be clearly written on the card.

Please remain in the line-up AND keep the card with you. You will hand it to the faculty marshal as you mount the stage during the ceremony. The marshal will use the card to announce your name, so print clearly.

At 1:25 PM, The Saffron United Bagpipers will lead the procession and the platform party (deans and faculty) into the Arena. The ceremony will start promptly at 1:30 PM and end at approximately 3:00 PM. Students are required to remain for the entire duration of the ceremony.
IMPORTANT!!

April 17th - April 18th Graduation Fair in the Shop Red West, located in the lower level of the Melville Library (former University bookstore) from 11:00 AM – 6:00 PM

An academic ceremony requires that all participants be in traditional academic attire. Purchase your cap, gown, hood and tassel at Shop Red West starting April 17 - May 18 for bachelors and masters candidates. If you cannot get to Shop Red West to purchase your academic attire, it can be ordered by phone and shipped home. Please contact Shop Red West at 631-632-6550 for more information regarding the fee structure. Graduates who don’t wish to wear academic regalia will be seated with guests and will require a ticket to gain entry into the ceremony. Bachelor’s and Master’s candidates will be wearing red caps and gowns. The hoods are golden yellow for B.S. (AMS, CSE, ISE, TSM) and M.S. graduates and orange for B.E. (BME, CME, CIV, ESG, ESE, ECE, MEC) graduates.

May 17th - Doctoral Hooding and Graduation Ceremony
Ph.D. and other doctoral degrees will be conferred during a Doctoral Graduation and Hooding Ceremony on Thursday, May 17th, 2018 at 1:00 PM in the Island Federal Credit Union Arena. During the ceremony, the University President will confer degrees and each graduate and his/her advisor will be invited on the stage where the graduate will be hooded by the advisor and the Dean of the Graduate School. For additional details or questions, please contact the Office of Conferences and Special Events at conferences.events@stonybrook.edu or call at 632-6320.

May 17th - Baccalaureate Honors Convocation
Baccalaureate degree candidates who will graduate with honors – cum laude, magna cum laude, and summa cum laude will be honored in a Baccalaureate Honors Convocation on Thursday, May 17th at 6:30 PM in the Island Federal Credit Arena. This is an invitation only event. Eligible candidates will receive an evite from the Office of Conferences and Special Events.

Honor stoles will be distributed at the Registration Table at the Baccalaureate event. Students not attending the event can pick-up their stoles at the Office of Conferences and Special Events, Suite 302 Wang Center the following day. Candidates needing additional information may contact the Office of Conferences and Special Events at conferences.events@stonybrook.edu or call at 632-6320.
ONLINE GUEST TICKETS – Main University Commencement Ceremony

All CEAS graduates who filled out the Ceremony Registration Form on SOLAR by the May 6th deadline will have (3) Guest Tickets reserved online in their name for the Main University Commencement Ceremony on May 18th. Ticket holders must present either a printed ticket or present their QR code on their mobile device to be scanned for entry. Tickets are unique by QR code and admit one Guest each. Duplicate tickets will not scan and will not provide entry to the event. Note: Violations are subject to disciplinary action.

Alternate Viewing will be available in Frey Hall – to accommodate guests who do not have a valid ticket for entry into the LaValle Stadium on the May 18th. Seating is limited and available on a first-come, first-serve basis.

Live Web Cast – There will be a live webcast of the ceremony which will be available on May 18, 15 minutes prior to the start of the ceremony at: https://www.stonybrook.edu/live
The ceremonies will then be archived and available online for two weeks. Guests with smart devices can access closed captioning services for the Ceremony at stonybrook.edu/closedcaptioning.

Online Ticket Procedure
Tickets guarantee your guests entrance into the Kenneth P. LaValle Stadium. Gates to the Stadium open at 10:00 AM. Each candidate is responsible for obtaining their online tickets. On May 7, REGISTERED CANDIDATES will receive an email invitation with instructions on how to access tickets. All registered candidates will receive (3) Guest Tickets. To obtain online tickets, registered candidates must:

1. Complete registration and access confirmation email while using a mobile device. Select the link “To access your tickets click here”
2. Distribute your Guest Tickets before Commencement Day. Tickets may be sent to Guests via a text message by selecting the “Print Guest Ticket” button from the confirmation page
3. A new window will open displaying 3 Guest Tickets. Select the Download icon
4. Choose the “Message” icon and text Guests their tickets. All Guest tickets will be sent at once. Guests MUST present their tickets on Commencement Day at the LaValle Stadium

If you need assistance with the online ticket process for the Main University Commencement, you must contact Conferences and Special Events at conferences.events@stonybrook.edu or call (631) 632-6320.

Give the University Commencement tickets to your guests and remind them to hold on to them. Your guests will be required to present their tickets to enter the stadium for the University Commencement Ceremony. Access to seating is strictly controlled. NO tickets will be available on Commencement Day.

There are no reserved or numbered seats at the University Commencement. Seating is on a first-come, first-serve basis. There will be specially marked seating for disabled and elderly guests. Ushers will be present to assist guests.

Good luck on your finals.
We hope to see you on a sunny graduation day!