

2008  
May 24

Spartan Stadium

*Must arrive at assembly area by 9 am*

# Commencement Information for Graduates

SAN JOSE STATE UNIVERSITY



Participation in the Commencement ceremony has been a long and exciting tradition for students receiving undergraduate or graduate degrees from San José State University.

This Commencement Guide is designed to answer the most frequently asked questions about the Commencement ceremony and to provide information that will make it a memorable experience for participants and their guests.

**Please read the entire guide carefully. If it leaves any of your questions unanswered or if you remain unsure about any aspect of Commencement, call the Office of the President at 408-924-1177, or check the commencement website at: [www.sjsu.edu/commencement](http://www.sjsu.edu/commencement).**

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### What is the Commencement ceremony?

The Commencement ceremony is a symbolic landmark in your educational career. It symbolizes the completion of a course of study and the conferral of the appropriate degree. Begun in the Middle Ages, the ceremony involves many venerable traditions, including the wearing of academic regalia. The colored robes, hoods, capes and tassels, and the distinctive caps and mortar boards evolved from attire worn when Commencement was still a religious ceremony associated with ordination. As educational institutions became more secular, the clothing took on a new significance. Today the colors and designs symbolize the degree, the field of study, and frequently the university granting the degree.

### Who is eligible to participate in the Commencement ceremony?

Any student who has received the baccalaureate or master's degree from San José State University during the summer of 2007 or in December of 2007, or who anticipates receiving the degree in May of 2008, may participate.

**If you received this mailing, you are eligible to participate in Commencement**, and your name will appear in the program; however, if you have questions, please check with the Office of Undergraduate Evaluations and Graduation (408-924-5681 and ask for your evaluator) or, if you are a graduate student, with the Graduate Office of Admissions and Program Evaluations (408-924-2480).

### What must eligible students do to participate in the ceremony?

Students who are eligible and wish to participate should make arrangements to have the proper *academic regalia* (see back page). The mandatory graduation fee, included in your tuition fees, is used for all expenses associated with graduation, including diplomas, record processing, ceremonies, etc. Except for the purchase of your regalia, there is no additional charge for participating in Commencement.

### Commencement ceremony gift to graduates

As a memento of your commencement, the Alumni Association, in conjunction with Spartan Shops and the President's Office, will distribute a gift to all graduates attending the ceremony. With this gift, accept our warm congratulations for your achievement!

### Where and when will the Commencement ceremony be held?

Commencement will be held on Saturday, May 24, 2008, in Spartan Stadium, located at South Seventh and East Alma Streets (see map). *The ceremony will begin promptly at 9:30 am, rain or shine*, with a procession from the assigned assembly areas into the stadium (see map). Graduates will not be admitted onto the stadium floor with the graduating class after the procession into the stadium has ended. **You must arrive at your assembly area no later than 9 am.** Be sure to allow sufficient time

**Please save this guide for future reference!**

You will need the maps on Commencement Day.

for parking and walking to the stadium. The stadium ceremony will end by approximately 11:30 am.

### Participants

Participants should go immediately to their designated assembly areas (see stadium diagram). **Bring this map with you!** At the assembly areas, look for signs identifying your college and department. Baccalaureate degree candidates will assemble by college with the faculty of their major department. All master's degree candidates and hood masters will assemble with their colleges, at the front of each college's procession.

Please do not take anything to the assembly areas that must be stored during the ceremony. There are no facilities for storage at the stadium. Due to the difficulty of walking on the stadium stairs and turf, appropriate shoes are recommended.

Further details about the ceremony and the order of march will be furnished to each participant by the faculty marshals at the assembly areas.

### Guests

Family, friends and guests of participants should find seating while participants move to their designated assembly areas. **Please do not bring guests to the assembly areas with you.** Assure them that there will be ample opportunity after the ceremony for personal photographs on the stadium field and at the receptions. No one other than the participants will be allowed on the stadium field during the ceremony itself.

Since the stadium seats 31,000, there are enough seats for as many guests as graduates wish to invite. **No tickets are required.**

The direct stadium sun, even during the morning hours, can be very warm and bright. **Advise your guests to bring hats or visors, sunglasses and sunscreen.**

### Disabled access for graduates, guests and senior citizens

SJSU provides disabled parking spaces in Lots 1 and 5. We will honor DMV disabled placards and SJSU disabled parking permits. Please be prepared to show these to traffic and parking personnel or university police officers so that they can direct you to the appropriate parking spaces. Disabled drop-off passes are available at the Disability Resource Center (DRC) in the Administration Building Room 110. These passes allow you to enter the disabled drop-off area located on 7th Street at the Simpkins Stadium Center (see map) to accommodate your family or guests who require wheelchair assistance.

The DRC provides courtesy wheelchair assistance from the disabled drop-off area to the disabled seating area. Individuals who have their own wheelchairs are encouraged to bring

them, as the number of courtesy chairs is limited and utilized for transport only. Escorts and staff are located at the information table (north end of the stadium) during the entire ceremony to provide you with assistance, should you need it.

Deaf and hard-of-hearing guests utilizing sign language interpreters or assistive listening devices and individuals using wheelchairs have reserved seating at the north end of the stadium by the information table. Sign language interpreters will be assigned to this area. Seating for family members is provided in the adjacent section to the wheelchair seating area. Graduates who need interpreters or special assistance during the procession or ceremony should notify DRC well in advance of Commencement. Accessible restrooms will

be provided; consult the information table for specific questions. For inquiries call DRC at 408-924-6000 (voice) or 408-924-5990 (TTY).

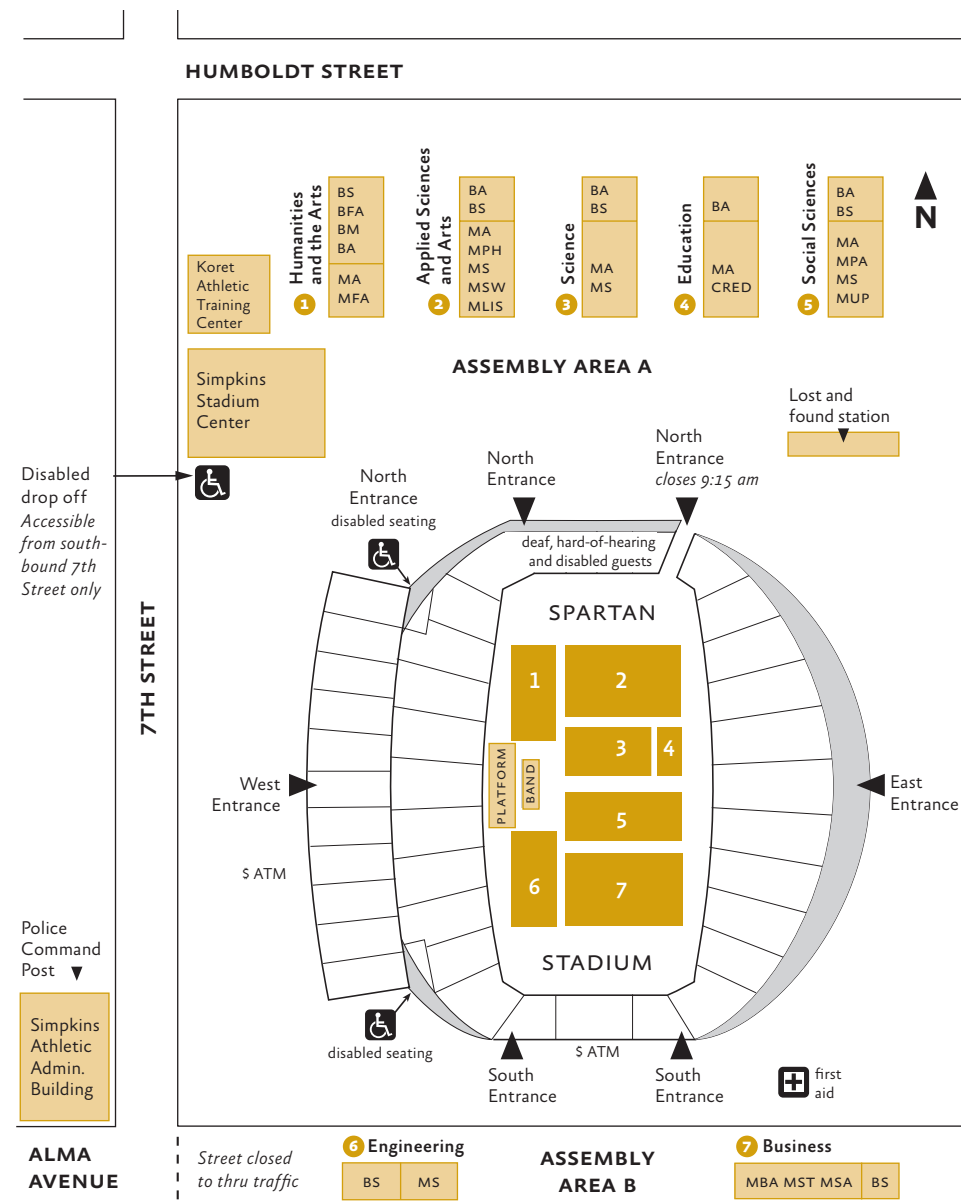
### When will I receive my diploma?

Diplomas are not distributed during the Commencement ceremony. Diplomas for spring degree candidates will be mailed the second week of July to the address entered on the candidate's application for graduation.

If your address has changed and you are a baccalaureate degree candidate, please be sure you update your diploma and e-mail address on my.sjsu.edu (view or update this information under your personal information) or contact the Office of Undergraduate Evaluations and Graduation (408-924-5681). If you are a master's degree candidate and your address

## Participant assembly areas and stadium floor seating areas

Special majors assemble in appropriate college



has changed, notify the Graduate Office of Admissions and Program Evaluations (408-924-2480).

### Honors medallions

Undergraduates who have achieved a high cumulative grade point average in all university and college work, and a high cumulative grade point average in all work undertaken at SJSU, may be awarded university honors at graduation at the following levels:

- 3.50–3.69 Cum Laude
- 3.70–3.84 Magna Cum Laude
- 3.85–4.00 Summa Cum Laude

Undergraduates who receive such honors may pick up a special medallion at the Customer Service Department in the Spartan Bookstore after April 7, where a complete listing of eligible graduates will be available. The medallion is complimentary and may be worn during the ceremonies as part of the official regalia. Graduate students are not eligible for honors.

### Receptions and convocations

Some colleges and departments will host receptions or convocations for the graduates and

their guests. The deans and members of the faculty will be on hand to greet and honor degree recipients. The dates, times and locations of the college events are as follows:

#### COLLEGE OF APPLIED SCIENCES & ARTS

Individual departments will hold convocations; no combined reception

#### COLLEGE OF BUSINESS

Individual departments will hold convocations; no combined reception

#### COLLEGE OF EDUCATION

Individual departments will hold convocations; no combined reception

#### COLLEGE OF ENGINEERING

Friday, May 23  
Event Center & Engineering Lawn  
2 to 5:30 pm

#### COLLEGE OF HUMANITIES AND THE ARTS

Individual departments will hold convocations; no combined reception

#### COLLEGE OF SCIENCE

Saturday, May 24  
Lawn between Science & King Library  
11:30 am to 2:30 pm

#### COLLEGE OF SOCIAL SCIENCES

Individual departments will hold convocations; no combined reception

### Where can Commencement programs be obtained?

Commencement Programs will be distributed to participants free of charge at the Commencement ceremony. The Commencement Program recognizes each graduate, listing each degree recipient by degree, department and date. If you do not want your name printed in the program you must notify the Office of Communications and Publications in writing by April 4.

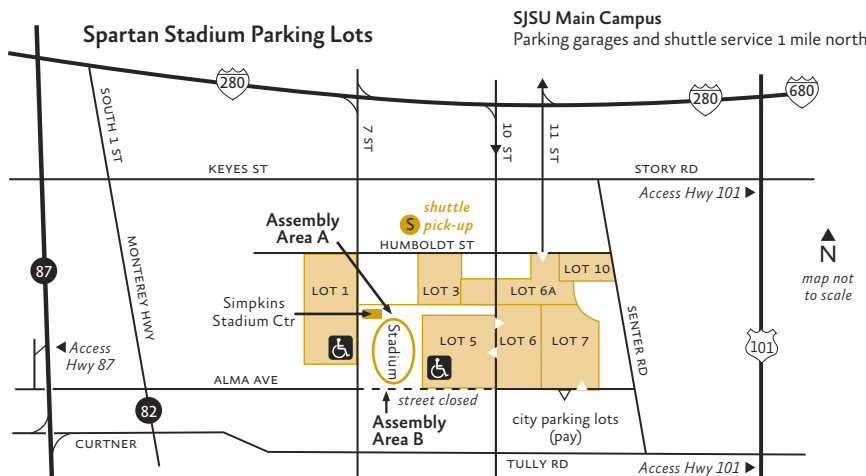
Unfortunately, the cost of printing the program makes it impossible to provide free copies for the guests of the graduates.

Degree recipients who do not attend the ceremony may obtain a free copy two weeks following Commencement at the President's Office.

### Decorum

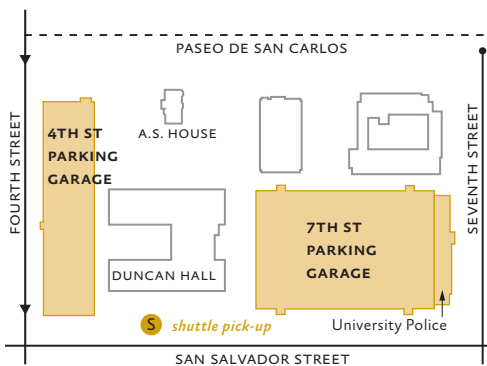
The Commencement ceremony is a traditional academic ritual. To participate in the ceremony, you must wear the appropriate academic regalia and maintain decorum. This means: no signs, no fireworks, no bottles, no beach balls, no cans, no drugs, no alcohol. Graduates

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### Main Campus Parking Garages

Free parking and shuttle service to stadium and return



**STADIUM CONCESSION STANDS WILL BE OPEN TO SELL CONTINENTAL BREAKFAST ITEMS, FILM, FLOWERS AND A FEW SJSU LOGO ITEMS.**

### Parking and shuttle service

A crowd of about 25,000 is expected. Traffic around Spartan Stadium will be very congested and parking will be limited. For easiest access to and from the stadium, **free parking and shuttle service for graduates and guests** will be available beginning at 7 am at the 7th Street Parking Garage on the main campus. Free shuttle service will also be available after the ceremony to return to the main campus. This is a good option for those attending receptions and convocations on the main campus after the ceremony.

If you choose to drive directly to the stadium, plan to get there by 8:30 am. Gates open at 7:30 am. **You must arrive at your assembly area on the perimeter of Spartan Stadium no later than 9 am.**

Graduates and guests with disabilities should drive directly to the stadium. See stadium map for the disabled drop-off area at the Simpkins Stadium Center. **Disabled drop-off passes are available; see the Disabled Access section.**

Due to traffic congestion after the ceremony and the receptions, it would be wise not to make personal reservations (for lunch, etc.) before 1:30 pm. For traffic updates on Commencement Day, listen to radio station KSJS, 90.5 FM. Please watch electronic freeway signs for information on parking and shuttle service.

choosing not to abide by these rules will not be allowed in the stadium or will be escorted from the ceremony.

**You are asked to remain in your seat for the entire ceremony.** Movement on the stadium floor is distracting to the guests in the stands, and it is disrespectful to the speakers.

Graduation symbolizes the culmination of many years of hard work, and it is a time for you, your family and friends to recognize and celebrate your success. The faculty and staff of SJSU congratulate you on your academic successes and wish to ensure that the Commencement ceremony will be a fitting conclusion to this phase of your education. We ask your help in making the ceremony a pleasant experience for all by attentively considering the rights and feelings of the other participants and guests.

**Graduates of the Class of 2008, make your graduation a class act!**

### How do I wear the academic regalia?

To the baccalaureate candidate, perhaps the most important element of academic regalia is the smallest—the tassel. Traditionally, it is worn on the right side of the mortar board until the president during the ceremony officially and formally confers upon the recipients the degree. The tassel is then moved from the right side to the left side of the mortar board. This act symbolizes the recipient's new and well-earned status.

Master's and credential degree candidates wear the black tassel on the left side of the mortar board. Master's candidates carry their hoods on their right arms during the procession. At the proper time, the president will confer upon the candidates the appropriate degree and will direct the faculty hood masters to "hood" degree recipients.

*All degree candidates or credential recipients participating in the ceremony must wear academic regalia.* Corsages or other adornments should not be worn on the regalia, nor should regalia be altered or modified in any way. The Honors Medallions are authorized to be worn as part of the regalia. Appropriate clothing should be worn beneath the regalia. Those who are not dressed properly will be asked to leave the assembly area and will not be allowed to participate.

### Where can academic regalia and announcements be purchased and how much do they cost?

The Spartan Bookstore Graduation Center opens April 1 with "early bird specials." Purchase your bachelor's regalia (cap, gown, tassel) by April 30 for \$40 and master's regalia (cap, gown, hood & tassel) for \$70; after April 30, prices will be \$45 and \$75 respectively (call 408-924-1802).

To be sure you get the proper color and size, you should make your purchase as early as possible. To purchase your regalia, you must know:

- 1 what degree you will receive (bachelor's or master's);
- 2 the name of the department and the college for your major field of study;
- 3 your height, to properly size your gown.

In addition, graduation announcements, class rings, diploma frames and other keepsakes of your accomplishments will be available in the Graduation Center.

### Will professional photographs be taken?

Although the ceremony is too large to present diplomas to individuals, professional photographers will take individual photographs of each graduate as the processions enter the stadium prior to the ceremony. These photographs are a courtesy to the participating graduates.

A free color photo proof will be mailed to each graduate's permanent address. There is no obligation to purchase the complete photo packages that will be offered, and the proof is the graduate's to keep.

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## Regalia colors

### MASTER'S DEGREE HOODS

MA	White
MS	Gold
MBA	Sapphire Blue
MFA	Brown
MPA	Citron
MPH	Salmon
MSW	Citron
MUP	Citron
MLIS	Lemon

*All master's and credential tassels are black.*

### BACCALAUREATE TASSELS

Applied Sciences & Arts	Olive Green
Business	Sapphire Blue
Education	Light Blue
Engineering	Orange
Humanities & the Arts	White
Science	Gold
Social Sciences	Cream

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### Directory information

Please note that your name, address, phone number, school or college, and year of graduation may be used by SJSU for the development of university-affiliated marketing programs. If you do not wish to have this information used, please notify the University Advancement Office at 408-924-1120.

## San José State University Alumni Association

Congratulations on your upcoming graduation and welcome to the alumni family! We are proud to count you among our 200,000 SJSU alumni living throughout the world. We hope, now that you are a graduate of SJSU that you might consider joining the Alumni Association and continue your connection to campus. Here are a few of the programs and services we offer, designed with your needs as a new graduate in mind.

### SJSU ALUMNI NETWORK

Build your network of professional and social-contacts with the online SJSU Alumni Network. Search job postings, make connections with other SJSU graduates in your field and more. For early access to the alumni network, please call the Alumni Association at 408-924-6515 to establish your account.

### GOLD

Graduates of the Last Decade (GOLD) activities are a great way to meet new grads just like you, building your social and professional networks in a fun, relaxed environment. To view a listing of events, please visit [sjsu.edu/alumni](http://sjsu.edu/alumni).

### SJSU CAREER CENTER ACCESS

Members of the SJSU Alumni Association receive continued access to the career center, including a variety of career-related services. For information on joining the SJSU Alumni Association, visit [sjsu.edu/alumni](http://sjsu.edu/alumni) or call 408-924-6515.

### SHORT-TERM MEDICAL INSURANCE

With many insurance companies, you will lose eligibility to be covered as a dependent on your family's insurance soon after your graduation. This is an inexpensive, comprehensive choice for short-term health insurance that's great for new graduates and other alumni between jobs. Visit [getmednow.com](http://getmednow.com) or call 888-560-2586 for details.

### KAPLAN TEST PREP DISCOUNT

SJSU Alumni Association members also receive a \$75 discount on test prep courses through Kaplan. If you plan to attend graduate school, this is a benefit you don't want to miss.

There are many offerings available to you through the San José State University Alumni Association, including local and national events. For details on membership, visit [sjsu.edu/alumni](http://sjsu.edu/alumni) or contact us at 408-924-6515 or [alumni@sjsu.edu](mailto:alumni@sjsu.edu).



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