FIVE STEPS TO A GREAT COMMENCEMENT!

1. REPORT TO YOUR ASSEMBLY SITE
   LOCATION
   • The assembly site for each main ceremony is behind the main gym on the west side of the Recreation Center (closest to the Health Center)
   • In the event of rain, you will enter the building and assemble through the Recreation Center main lobby entrance. Signs will be visible at all doorways directing you to the assembly site

2. PROCESSIONAL (BEGINNING OF CEREMONY)
   • Faculty will signal graduates to enter the main gym
   • Walk quickly during the processional to your seat
   • You will be seated with your college

3. CEREMONY
   • Each main ceremony lasts approximately 90 minutes
   • Remain in your seat until your row is escorted to the platform for name reading. Bring your name card as you line up
   • Master’s degree candidates will be recognized first, followed by Bachelor’s degree candidates

4. RECESSIONAL (END OF CEREMONY)
   After the ceremony, exit the main gym in the following order:
   1. President’s Party
   2. College Marshals
   3. Faculty
   4. Graduates
   5. Family and Supporters

5. RECEPTION
   Family and supporters are invited to join graduates at the University Union Plaza for a post-commencement reception with light refreshments. In the case of rain, the reception will take place in the Multi-Activity Center (behind the Recreation Center).

PARKING AND ACCESSIBILITY
• Enter campus on either Highland Drive or Grand Avenue and follow directional signage
• Parking permits are NOT required for commencement
• Accessible parking is available in the Grand Avenue structure
• Shuttles will be available for all guests

MAIN CEREMONIES
RECREATION CENTER MAIN GYM
( DOORS OPEN ONE HOUR PRIOR TO EACH CEREMONY)
9AM (GRADUATES ARRIVE AT 8AM)
College of Agriculture, Food and Environmental Sciences (CAFES)
College of Science and Mathematics (CSM)
1PM (GRADUATES ARRIVE AT 12PM)
College of Liberal Arts (CLA)
Orfalea College of Business (OCOB)
4PM (GRADUATES ARRIVE AT 3PM)
College of Architecture and Environmental Design (CAED)
College of Engineering (CENG)

TIPS AND REMINDERS
Graduate processional into the Recreation Center Main Gym will begin 20 minutes before your ceremony start time.
Following the ceremony, designate a meeting place with your family and supporters outside of the Recreation Center.
There may be lengthy walks on grass and uneven pavement, therefore high-heeled shoes are not recommended.
Please leave pets at home. Only service animals are permitted on campus.
Alcohol, fireworks, glass bottles, and weapons are prohibited. Those found in possession of such items will be removed from the ceremony.

DON’T FORGET!
• Update your “Personal Info” tab on your Cal Poly Portal:
  - Mailing address (where you would like your diploma sent)
  - Name (how you would like your name to appear on your diploma)
  - Email address (forward your Cal Poly email to a personal email address)
• Forward tickets to your guests
• Complete the Graduate Status Report by visiting careerservices.calpoly.edu/gsr
• Get involved with the Cal Poly Alumni Association
• Learn about the Senior Gift Campaign by visiting giving.calpoly.edu/student-classgift
• Download the Commencement Guide on the Cal Poly Now app
• Follow @CalPolyCommencement on Facebook and Instagram

LOCATION
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INSTRUCTIONS
• Report to your assembly site at least ONE HOUR PRIOR to ceremony start time and fill out your name card
• Make sure to wear your Cal Poly green cap and gown in order to participate (Masters degree candidates wear black regalia)
• Faculty will provide instructions and lead graduates to the Recreation Center Main Gym

SATURDAY, DECEMBER 9, 2017