

2011 Summer Graduation Schedule

Welcome to YOUR graduation celebration! We are very excited about your big day and want to make sure you are well prepared and as stress-free as possible. Attached you will find the schedule for the pre-graduation events on campus and for the ceremony on Saturday.

Please make sure you are looking at the correct schedule for your program. There are two graduation ceremonies on **Saturday, August 6th, 2011: 9am for online graduates and 11:30am for residential graduates.**

The pre-graduation, on-campus activities are held the Thursday and Friday before at various times. Please check your schedule carefully. If you cannot attend the pre-graduation activities, please arrive 30 minutes early to graduation to pick up your Reader Card and guest tickets.

Residential graduates are required to attend the financial aid exit program (diplomas and transcripts will not be released until you have completed this exit program). Online graduates who receive financial aid will be sent a link to an online financial aid exit program.

Please bring your regalia (cap/gown) to the on-campus events. We will be taking group photos that day. A photographer will also be taking stage photos during the graduation ceremony.

Your graduation hoods are compliments of the ASHS Alumni Chapter. You will receive your hood during the graduation ceremony when you walk across the stage.

Saturday's graduation ceremony will be held at the Phoenix Symphony Hall in downtown Phoenix. See the attached schedule for locations, maps, times, etc.

Make sure you have completed the **Petition to Graduate** on the graduation web site. This **MUST** be completed by **July 8th** or we will not be able to print your name in the program.

Make sure you order your **regalia** (aka: cap/gown). The link will be on the graduation web site as well. You can also order invitations from this vendor. **The university does not have regalia for sale at the campus.** We keep a very small stock on hand for graduates who have lost luggage.

Each guest at graduation must have a **ticket** to enter the auditorium. Tickets will be handed out during orientation and available in the lobby for guests as they enter the venue. The auditorium has ample seating for all guests so please do not worry about a guest not being able to receive a ticket.

Please read over the attached schedules and information carefully. We look forward to seeing all of you for this exciting celebration!

Physician Assistant Studies

Thursday, August 4, 2011

ATSU Campus, 5850 E. Still Circle, Mesa, AZ 85206

Attendance Required
Bring your Cap & Gown

PA Graduates (Residential)

9am – 9:45am..... Check-In & Graduation Packet (Lobby)

Pastries and Refreshments Sponsored by Alumni Services

10am – 10:15am..... Class Photos (Front Lawn)

Please have your regalia (cap/gown) on and ready for the group photo

10:30am – Noon Graduation Information (Saguaro A)

10:30am - Staying Connected with ATSU, Alumni Affairs

10:45am – Graduation Orientation: How to Pomp Your Circumstance

11am – Noon - Financial Aid Exit Program*

**required for any graduate with financial aid*

Program Dinners

Please check with your program for additional information.

Graduation
(see attached for details)

Phoenix Symphony Hall, Phoenix, AZ

AT, AuD, DPT, and OT Graduates

Thursday, August 4, 2011

ATSU Campus, 5850 E. Still Circle, Mesa, AZ 85206

Attendance Required

Bring your Cap & Gown

AT, AuD, DPT, & OT Graduates (Residential)

1pm – 1:45pmCheck-In & Graduation Packet (Lobby)

Refreshments and Snacks Sponsored by Alumni Services

2pm - 3pmClass Photos in Regalia (Front Lawn)

Please have your regalia (cap/gown) on and ready for the group photo. Meet the photographer in the front of the building.

AT – 2pm

AuD – 2:15pm

OT – 2:30pm

DPT – 2:45pm

3pm – 4:30pmAll Graduates (Saguaro A&B)

3pm - Staying Connected with ATSU, Alumni Affairs

3:15pm – Graduation Orientation: How to Pomp Your Circumstance

3:30pm – 4:30pm - Financial Aid Exit Program*

**required for any graduate with financial aid*

4:30pm - AuD.....AuD meet with Program Chair (Cholla)

4:30pm - DPT.....DPT meet with Program Chair (Saguaro A&B)

Program Dinners

Please check with your program for additional information.

Graduation

(see attached for details)

Phoenix Symphony Hall, Phoenix, AZ

A.T. STILL UNIVERSITY | **ATSU**

2011 Graduation Schedule of Events

AMOT, APA, DHsc, HM, TAUd, & TDPT

Friday, August 5, 2011

ATSU Campus, 5850 E. Still Circle, Mesa, AZ 85206

Attendance Required

Bring your Regalia (Cap & Gown)

Online Graduates

11am – 12:15pmCheck-In & Graduation Packet (Lobby)

11am – 12:15pm*Lunch (Student Lounge)

**Lunch provided by Alumni Affairs*

12:30pm – 5:00pm.....Please check your program’s schedule below

Program & Room	Group Photos (South Patio)	How to Pomp Your Circumstance	Dean’s Welcome & Alumni Affairs	Program Meetings*
TAuD Saguaro A&B	12:30pm to 12:50pm	1:00pm to 1:30pm	1:30pm-1:45pm	1:45pm
TDPT Mesquite	12:50pm to 1:05pm	1:15pm to 1:45pm	1:45pm-2:00pm	2:00pm
APA Palm	1:05pm to 1:15pm	1:20pm to 1:50pm	2:00pm-2:15pm	2:15pm
AMOT Mogollon	1:15pm to 1:30pm	12:30pm – 1:00pm	1:30pm-1:45pm	1:45pm
HM Ocotillo	1:30pm to 1:45pm	12:30pm – 1:00pm	1:45pm-2:00pm	2:00pm
DHSc Palo Verde	1:45pm to 2:00pm	12:30pm – 1:00pm	1:00pm-1:15pm	2:00pm

**Program meeting end times vary by program*

3:30 p.m. – 4:30 p.m.....Campus Tours and Apparel Sale (Lobby)

1st Floor Lobby - Tours begin every 15 minutes

Program Dinners

Please check with your program for additional information.

Graduation

Phoenix Symphony Hall, Phoenix, AZ

(see graduation schedule for details)

GRADUATION DAY

Saturday, August 6, 2011

Phoenix Symphony Hall
(2nd and Monroe St.)
100 N. Third Street, Phoenix, AZ 85004

ASHS Online Graduation:
AMOT, APA, DHSc, HM, TAuD & TDPT
8:30am – Line Up for Processional
9am-10:30am – Ceremony

ASHS Residential Graduates:
AT, AuD, DPT, OT, PA
11am – Line Up for Processional
11:30am-1pm – Ceremony/Processional

IMPORTANT! Petition to Graduate:

Did you complete the online Petition to Graduate? Every graduate **MUST** submit the petition to be eligible to graduate. To ensure that your name appears in the graduation program, you must submit the petition by **July 8, 2011**. (https://www.atsu.edu/registrar/graduation/petition_to_graduate.asp) Requests for deferral must be submitted within 30 days of the date of graduation. The deferral form can be found on the graduation web site: <http://www.atsu.edu/ashs/graduation/>

Phoenix Symphony Hall:

The Phoenix Symphony Hall is 25 miles from the ATSU campus. Please give yourself enough time to travel to downtown, park, and enter the Phoenix Symphony Hall. See attached map.

<http://www.phoenix.gov/conventioncenter/phxconvctr/parking/index.html>

The ceremony is located in the Phoenix Symphony Hall next to the West Building. This is located on (2nd and Monroe St.) 100 N. Third Street, Phoenix, AZ 85004

Parking at the Venue:

There is plenty of parking throughout downtown Phoenix. Numerous garages and on-street parking are available within blocks surrounding the Convention Center. See attached parking maps. Please give yourself enough time to park and enter the center.

Regalia:

Did you order your regalia? <http://www.atsu.edu/ashs/graduation/>

Student Affairs has a very limited number of caps/gowns reserved for travelling graduates who lose their luggage. Please order your regalia as soon as possible AND check your regalia when it arrives to ensure that you received the correct gown (masters or doctorate) and that the tassel is the correct color (black for masters and gold for doctorate).

Hoods:

Each graduate will receive their hood on-stage as part of the graduation ceremony. The Alumni Association funds each graduate's hood as a gift to welcome them into the ATSU alumni family.

Tickets:

Graduates can pick up their tickets on campus during the graduation orientation program or their guests can pick up their tickets at the graduation ceremony. There will be a “ticket table” for guests to receive their tickets the day of graduation. All guests must have a ticket to enter the auditorium per the Phoenix Convention Center’s policy. The auditorium has ample seating so please do not worry about guests not receiving a ticket. **Graduates do NOT need a ticket for him/herself.**

Wheelchair Assistance:

The ballroom is a “flat” venue. There are not steps inside the venue and there are ramps outside for access. The stage is equipped with a ramp and rail for graduates.

Seating:

The graduates will be seated in front of the stage; occupying the front rows. Guests are welcome to sit in any seat/row not reserved for the graduates.

Guest Hooders:

Requests for Guest Hooders must be submitted to the Office of Student Services no later than 30 days before the date of the ceremony. The request form and criteria can be found online at the graduation web site: <http://www.atsu.edu/ashs/graduation/> **The graduate will be notified via email if the request has been approved.**

Seating: Guest hooders will be required to sit in the reserved “Guest Hooder” seating located behind the graduates. Each guest hooder will be assigned a seat. Other friends or family members will need to sit in the regular seating areas. Guest hooders do not participate in the processional or recessional with the graduates.

Instructions: Guest hooders are instructed to be ready to go on stage at least three graduates before his/her graduate takes the stage. Guest hooders will be directed by a staff member who will let them know when to go on stage. The department chair will help the guest hooder on to the hooding platform and hand him/her the hood. Refer to the “Conferring of Degrees” section of these instructions on how to hood the graduate. The guest hooder will exit the stage with the graduate and return to their seat.

Reader Card: Graduates must write on their reader card: “being guest hooded by [hooder’s name]”.

Photography/Videography:

Except for the official University photographers and news media, no one will be allowed access to the stage or graduate seating area to take pictures during the ceremony. The University contracts with a photographer to take a photo of each graduate as he/she walks across the stage. Information on how to order photos from graduation will be posted on the graduation web site.

Please remember to bring:

1. Your cap and gown. Everything showing below the hem of your regalia gown should be dark (i.e. pants, long skirt/dress line, and shoes). Nothing can be worn on the outside of the regalia (i.e. flowers, honors cords, etc.) Please ask family and friends to hand you flowers or other gifts **AFTER** the ceremony.
2. Your reader card (see below for description). This card is given out on Thursday/Friday. If you are excused from Thursday/Friday see the note below.
3. Give yourself and guests enough time to travel to the Center, park and locate the South Ballroom.

If you were approved to miss the Thursday/Friday on campus activities*:

Please arrive at least **30 minutes early** on Saturday at the venue and check-in outside the room so we can issue your reader card.

*Requires written approval from your department chair.

Reader Cards:

Every graduate will be given a reader card. Each graduate will hand this card to the “reader” on stage who reads the graduate’s name as it is written on the card. The reader card contains the following information:

1. Graduate’s name along with a space for the graduate to write in any phonetic spellings
2. A number and color which indicates how the graduate lines up for the processional and what seat/row to sit in

<p>Jane Anne Doe <i>(space for graduate to write in any phonetic spelling)</i></p> <p>Red Column - #25</p>
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Invitations/Frames, etc.

See graduation website.

Post-Graduation:

There are numerous places to eat in downtown Phoenix. Go to <http://www.visitphoenix.com/> and click on “Dining” and search under “Downtown & Copper Square”.

Conferring of Degrees:

1. A staff member will guide you up on stage by program.
2. When instructed, the staff member will cue you to walk to the Reader’s podium.
3. Hand the reader your Reader Card and wait for him/her to say your name
4. As he/she reads your name, walk toward the President and the Provost
5. Shake hands with the President and the Dean and continue across the stage to the Hooding Platform
6. At the Hooding Platform, turn and face the audience (see picture below)
7. Bend your knees slightly to help the Hooder get the hood over your head
8. After you have been hooded, turn around and shake the hooder’s hand
9. Proceed to the end of the stage where a staff member will direct you back to your seat



Phoenix Convention Center Parking Map



Phoenix Symphony Hall is located next to the West Building (2nd and Monroe St.).

<http://www.phoenix.gov/conventioncenter/phxconvctr/parking/index.html>

Downtown Phoenix Parking (P) Map

Phoenix Convention Center – South Building Ballroom

