

2018 Commencement

May 10, 2018

Genesis Center

4:00 PM

All you need to know

Are you ready?

Determine Your Eligibility

You are eligible to participate and march at the May ceremony if you are

- A student who completed the requirements for graduation by December 2017
- A student who will complete the requirements for graduation by May 2018, OR June 2018
- A student who plans to complete degree requirements by August 2018

There is no December or summer ceremony.

Apply to Graduate

Degree candidates must apply to graduate in order for school recorders and the registrar to confirm final grades. Each school or department has its own procedures and deadlines for applying for graduation. See your recorder or advisor for more information.

If you miss application deadlines, your name will **not** appear in the Commencement program booklet. If you don't apply at all, your graduation date may be delayed. If you haven't yet applied to graduate, contact the recorder of your degree-granting program as soon as possible. If you applied to graduate for a previous semester, you need to change your graduation date with the recorder.

Get Set for Commencement

Caps and Gowns

All candidates for degrees **must** wear custom IU apparel at Commencement. Gowns are rented, not purchased, and **must** be returned immediately after the ceremony. All items can be ordered through the Herff Jones website immediately (www.herffjones.com/college/iu) or at Countdown to Commencement on Thursday, February 22, 2018, 9:00 am-5:30 pm in the Anderson Library/Conference Center, 105ABC. Students keep their caps, tassels, and stoles of gratitude (undergraduates only).

There are two opportunities to order:

- Online at the website of Herff Jones, IU's licensed commencement vendor: www.herffjones.com/college/iu (currently open for ordering)
- In person at Countdown to Commencement – Thursday, February 22, 2018

Order by Friday, March 9, 2018, 10:59 pm CST to get the best price. The rental fee for Associate's and Bachelor's caps and gowns is \$58.30, and \$81.80 for Master's (does not include 7% sales tax). **An additional fee of \$75 takes effect March 9th at 11:00 pm CST.** No checks or cash

accepted. The following credit cards are accepted: Visa, Master Card, Discover and American Express.

FINAL Date for Online Orders: Friday, March 23, 2018 at 10:59 pm CST.

Picking Up and Returning Apparel

Caps and gowns will be distributed beginning Wednesday, April 25th in the Barnes & Nobles campus bookstore in Savannah Center.

Hours are Monday – Thursday 8 a.m. to 6 p.m., Friday 8 a.m. to 1 p.m.

You must have a picture ID to pick up your apparel. If someone else is picking it up for you, that person must have a copy of the receipt you received either in person or via e-mail, and a note from you indicating permission to collect your cap and gown.

All apparel must be returned by 6:00 p.m. on Commencement Day in the Indiana Room at the Genesis Convention Center. Failure to return apparel will result in a penalty fine.

Honor Cords

If you are an undergraduate selected for graduation with honors, you will be notified and issued honor cords at Commencement. Questions about honor status should be directed to your academic division. Individual schools will notify those who have earned honor cords. Indiana University candidates who have tentatively earned academic distinction are entitled to wear cords called fourrageres, which are worn on the left shoulder. Fourrageres with cream and crimson cords indicate highest distinction; those with all cream cords indicate high distinction, and those with all crimson cords indicate distinction.

Only academic distinction cords awarded for academic achievement may be worn during the ceremony. Fourrageres, pins, medallions etc. awarded by honoraries or societies that do not recognize academic achievement may not be worn during the ceremony.

A wide array of honors organization recognize outstanding achievement in service, philanthropy, and scholarship. Graduates who have been admitted to any of the 66 nationally recognized honor societies listed below may wear the appropriate cords, which are available for purchase directly from the various society headquarters. List of approved honor societies: <https://commencement.indiana.edu/what-to-wear/students/forrageres-cords.html>

Academic Unit Recognition Events & Celebrations

Many academic units, departments, and programs hold recognition events and celebrations weeks prior to commencement. Each school, department, or program issues its own invitations and makes its own arrangements.

Activities vary from school to school and may include remarks by the dean, the hooding of graduate candidates, and/or the bestowal of various awards. Each school or department issues its own invitations and makes its own arrangements. These ceremonies are not formal graduation exercises. There is only one official graduation ceremony...Commencement Day, May 10, 2018.

Commencement Day! Thursday, May 10, 2018 - 4:00 pm

Directions

The ceremony will be held at the Genesis Convention Center at 1 Genesis Place in Gary. The Genesis Convention Center is located just off Broadway Street between 4th and 5th Avenues. From I-80/94, take exit 10B. Go north on Broadway to 4th Avenue. Turn left (west) to the Convention Center on the left. From the Indiana Toll Road, take exit 14B. Follow signs toward Gary (south). Turn right (west) on 4th Avenue to the Convention Center.

Parking

For your convenience, free parking is available. Handicapped parking will be available adjacent to the Genesis Center. Signs will be posted.

IU Northwest graduates and their guests are invited to park at one of the free locations listed below. The university will provide its RedHawk Shuttle service to and from the Genesis Center with one stop at the Railcats east parking lot near Virginia Street.

- Massachusetts Street (North): Located off of 5th Avenue at Massachusetts Street on the west side of the street.
- Hudson Campbell: Located off of 5th Avenue at Massachusetts Street on the east side of the street.
- Virginia Street (North): Located at the corner of 4th Avenue and Virginia Street on the east side of the street.
- Virginia Street (South): Located at the corner of 5th Avenue and Virginia Street directly across from Hellman's Tire Service.
- Carolina Street (North): Located off of either 4th Avenue or 5th Avenue at Carolina Street.
- Carolina Street (South): Located off of 5th Avenue and Carolina Street.

The RedHawk Shuttle will drop off/pick-up directly in front of the Genesis Center. The shuttle will operate from 2 p.m. until 4 p.m., and will resume 15 minutes following the closing of Commencement and run for one hour. There will be two shuttles making rounds every five to 10 minutes.

Designated free parking areas and the RedHawk Shuttle pick-up/drop-off location at the Railcats east parking lot near Virginia Street will be marked with signage.

The Gary Police Department will be on hand to assist with traffic control.

Arrival Time

Graduates are to report to the student robing area in the Indiana Room, on the Lower Level, at 2:30 p.m. The graduates can be dropped off in front of the Genesis Center; signs will be posted to assist you. Due to the limited space in the hallway, all guests are encouraged to go directly to the arena area where the ceremony will take place. Only students are allowed in the Indiana Room. Guests are encouraged to arrive by 3:30 p.m. and be by 3:45 p.m. prior to the procession.

Helpful Tips

Since personal belongings are not allowed in the arena during the ceremony (i.e. purses, coats), please give them to your family or a friend before you join your division in the Indiana Room.

There is no secure area to leave personal items. *IU Northwest will not accept responsibility for lost or stolen items.*

- Wear business or business casual attire with comfortable – though formal footwear.
- Wait until you arrive at lineup to put on your cap and gown.
- For graduates with special needs, we urge you to let us know if you require assistance on Commencement Day.
- Cell phones and pagers are to be turned off during the commencement ceremony. Please remind your guests to do the same prior to the ceremony.
- The ceremony will last approximately two hours.
- All degree candidates in attendance are expected to stay for the entire ceremony.

Mortarboards

The tops of all mortarboards should be parallel to the floor. They are not to be worn at an angle. Men need to remember to remove their mortarboards during the singing of the National Anthem and the Alma Mater.

Tassel Placement

Candidates for first degrees wear tassels on the right sides of their mortar boards (caps) until the President has conferred degrees. After the conferral, bachelor and associate degree candidates grasp the tassel with the left hand and transfer it to the left side of the cap. Candidates who already have a degree wear their tassels on the left side. Be certain that the tassel is on the left when you go forward to be congratulated.

Procession

Candidates should be robed and ready to assemble at 3:00 pm. Graduates will be seated, in alpha order by school/division, in a special seating area in the Indiana Room on the first floor of the Genesis Convention Center. This seating arrangement will replicate the seating arrangement in the arena. A faculty marshal will head each group. Please follow the directions of your marshal.

Graduate Seating

Graduate seating is arranged by school in the Indiana Room. Graduates will process in the order in which they will be seated in the arena.

Guest Open Seating

Guests do not need a ticket to attend the Commencement Ceremony. All guest seating is on the 2nd level of the Genesis Center above the arena. Access is available to the 2nd level via stairs, escalator or elevator. Please arrive by 3:30 pm and be seated by 3:45 pm to view the graduate procession into the arena. Prior to Wednesday, May 9th, seating questions may be directed to: 219-980-7763.

If a guest is an individual with physical challenges who may require special accommodations, such as reserved seating for the hearing, visually or physically challenged, please arrive by 3:30 pm. There will be reserved seating available in Section 112, for our hearing and visually impaired guests. We also ask for your patience. With thousands attending the ceremony, it can

take extra time and effort to make sure that guests in wheelchairs and with limited mobility enjoy the day and are comfortable.

Seating at the Genesis Convention Center will be on a first come basis on the Main Level-Arena for wheelchair accessible seating. Only one (1) family member may accompany the wheelchair bound guest – other family members must sit in the 2nd level of the arena. Handicapped guest seating will be halted between 3:30 – 4:00 pm while the graduates process into the arena. We cannot guarantee any special accommodation if your guests arrive after the ceremony has begun.

All guests (on the arena floor and stands) are requested to remain seated until all graduates have left the arena. Guests are requested to wait for their graduates in the stands or in the arena. Admittance to the Indiana Room is for students only.

Prohibited Items at the ceremony

No helium balloons, No drones, No alcohol and No fire arms.

Don't Forget

Photographs

Grad Images Photography Group will take a photograph of each student as he/she walks across the stage. Complimentary proofs and an order form will be mailed to the graduate. There is no obligation to purchase photographs. The opportunity to be photographed individually (formal portraits) will be available before and immediately following the ceremony in the Indiana Room. Students attending Countdown to Commencement on February 22, will also have an opportunity to have a professional photograph taken in cap and gown. For additional information, you may call Grad Images at 1-800-261-2576 or visit them at www.gradimages.com

Private photos may be taken in the arena after the ceremony. Please ask guests to refrain from entering the arena floor during the ceremony while the graduates process and recess. No guests are allowed in Indiana Room at anytime. This area is restricted to graduates and IU Northwest Commencement personnel.

Flowers

Grad Flowers, LLC will be located just outside the Genesis Center on the plaza under tent with graduation bouquets for purchase for graduates.

Class Rings

A ring display and brochures are in the Alumni Office in Cedar Hall. Rings may also be ordered at the following website: www.herffjones.com/college/iu or during Countdown to Commencement on Thursday, February 22, 2018.

Alumni Information

IU GRAD NIGHT DINNER CELEBRATION!

Join us for an evening of music, dinner and fun as we celebrate our IU Northwest graduates from December 2017, May 2018 and Summer 2018.

Tuesday, May 8, 2018

Avalon Manor

3550 U.S. Highway 30

Merrillville, IN 46410

Time to be determined

Tickets: \$20.00 for students with IU Student ID card
\$25.00 for guest (only one guest)

Contact:

Paulette LaFata-Johnson, Alumni Relations Director

Cedar Hall room 107

219-980-6769

plafataj@iun.edu

No tickets sold after April 27th. No tickets will be sold at the door.

Great News!!

New IU Northwest graduates may receive a free one year membership in the Indiana University Alumni Association by completing a membership request form or signing up on-line at <https://alumni.iu.edu/join/become-member/new-grad-membership.html> Graduates receiving a second degree whose membership has lapsed can request to opt-in and receive free membership for a second year.

Be sure to let the alumni office know your whereabouts should you relocate to a new residence and any other pertinent information about yourself, e.g., job changes, promotions, awards, marriages, births, etc. Stay informed and involved. Be an active Indiana University Northwest alumnus/a!