



**TCNJ GUIDE TO 2017
COMMENCEMENT
PLANNING**

TCNJ.EDU/COMMENCEMENT



Dear Families and Friends of 2017 TCNJ Graduates,

Commencement is an exciting opportunity for The College of New Jersey community to celebrate its graduates and reflect upon their extraordinary achievements. Throughout their time at TCNJ, your graduate has been academically and personally challenged, and has grown as a student and civic leader. On May 18 and 19, 2017, we will honor these students as they enter a world of boundless opportunities, one for which their education at TCNJ has prepared them very well.

This brochure, together with the college's commencement website: tcnj.edu/commencement will be useful guides for making the 2017 commencement a very special occasion for your family and friends. I look forward to celebrating with you on campus in May!

Sincerely,

A handwritten signature in cursive script that reads "R. Barbara Gitenstein". The signature is written in black ink on a light-colored background.

R. Barbara Gitenstein
President



SCHEDULE OF EVENTS

THURSDAY MAY 18, 2017

**Departmental/School
Ceremonies I**
9–10:30 a.m.

**Departmental/School
Ceremonies II**
Noon–1:30 p.m.

Main Ceremony
in Lions Stadium

Gates Open: 2 p.m.
Procession: 3 p.m.
Ceremony: 3:30–4:30 p.m.

FRIDAY MAY 19, 2017

**Departmental/School
Ceremonies III**
8:30–10:30 a.m.

**Departmental/School
Ceremonies IV**
Noon–1:30 p.m.

**Departmental/School
Ceremonies V**
3–4:30 p.m.

MAIN CEREMONY

The main ceremony in Lions Stadium is an outdoor event featuring a full academic procession, remarks by President Gitenstein, the commencement faculty speaker chosen by the senior class, and the conferral of degrees. The ceremony lasts about one hour.

NOTE: Graduates' names are not announced at the main ceremony. Names are announced at your graduate's departmental or school ceremony.

Guest seating is available in the stadium bleachers and on the field level. Tickets are not required and there is no limit to the number of guests permitted to attend this outdoor ceremony. Accommodations are available for guests with special needs.

In the event of severe weather, guests will be advised to follow the Severe Weather Scenario.

To participate in commencement activities, students must have applied for graduation through the Office of Records and Registration by February 6, 2017. If your student has not registered, please encourage him or her to contact the Office of Records and Registration.

DEPARTMENTAL/SCHOOL CEREMONIES

Departmental/school ceremonies are a time for each academic department or school to honor its graduates. Departmental/school ceremony locations accommodate up to five guests per graduate, and tickets are not required. For more information, please contact your graduate's department. A complete listing of departmental/school ceremony times and locations can be found on the commencement website.

THURSDAY, MAY 18, 2017

8:30 a.m.	9 a.m.	Noon
School of Business	Biology	Art
	Career and Community Studies	Chemistry
	Educational Administration and Secondary Education, Graduate	Computer Science
	Music	Counselor Education
	Nursing and Public Health	Health and Exercise Science
	Sociology and Anthropology	Philosophy
	World Languages and Cultures	Political Science and International Studies
		Psychology
		Special Education, Language, and Literacy

FRIDAY, MAY 19, 2017

9 a.m.	Noon	3 p.m.
Communication Studies	School of Engineering	English
Criminology	History	
Elementary and Early Childhood Education	Interactive Multimedia	
Physics	Journalism and Professional Writing	
Regional Training Center, Graduate	Mathematics and Statistics	
Women's, Gender, and Sexuality Studies	Self-Designed Majors	



COMMENCEMENT RECEPTIONS

Beginning at 9:45 a.m. on Thursday and Friday, the TCNJ Commencement Reception on Quimby's Prairie will offer complimentary food and drinks throughout the day. Guests are also invited to join President Gitenstein on Quimby's Prairie and Green Lawn after Thursday's main ceremony for the President's Reception to celebrate our new graduates. All are welcome.

WEBCAST AND SOCIAL MEDIA

The main ceremony can be viewed live on the web beginning at 2:30 p.m. A link to the webcast will be posted on the commencement website. Guests can also be a part of the action on social media by using **#TCNJ17**. Guests may view a live simulcast of the main ceremony in various indoor locations on campus.

SPECIAL NEEDS SEATING

Reserved, ground level seating (including sightline to the sign language interpreter) is available during the main ceremony in Lions Stadium for those with special needs. One guest from the same party may accompany the person requiring special needs seating. Please contact 609.771.2218 for special needs seating reservations or visit the commencement website. Contact your graduate's academic department for special seating arrangements at your departmental ceremony. If you have the need for a sign language interpreter at a departmental ceremony, please contact the Office of Disability Support Services at 609.771.3199.

PARKING INFO

Carpooling is encouraged! Traffic and parking can be difficult during commencement. Campus Police will direct guests to designated parking areas. Mobility-impaired guests may be dropped off at either the Paul Loser Hall Circle or the Green Lane entry to Lot #13 (Decker Garage). Golf carts are available to transport these guests to desired campus locations.



DIPLOMAS

During departmental/school ceremonies, graduates will receive a diploma cover, but not their actual diploma. Graduates will receive diplomas by mail approximately six to eight weeks after commencement. Students with outstanding financial obligations (e.g. parking tickets, library fines, student loan exit interviews, etc.) will not receive diplomas or transcripts. Graduates are encouraged to confirm with Records and Registration that their address on file is accurate prior to commencement.

ACADEMIC REGALIA

Academic regalia is required for degree candidates at commencement. Caps, gowns and Severe Weather Scenario tickets must be picked up at the Graduation Fair at the TCNJ Bookstore in Campus Town April 3-4, 2017 from 11 a.m.–4 p.m. Graduates may keep their regalia.

NOTE: Special cords, ribbons, and pins are not provided with regalia. Students should contact their honor society or other organization regarding any special honors regalia.

SEVERE WEATHER SCENARIO

THURSDAY
MAY 18, 2017

Main Ceremony I
Doors Open: 2:30 p.m.
No Procession
Ceremony: 3–4 p.m.

Arts and Communication
Business
Nursing, Health, and Exercise Science
Science

Main Ceremony II
Doors Open: 5 p.m.
No Procession
Ceremony: 5:30–6:30 p.m.

Education
Engineering
Graduate Studies
Humanities and Social Sciences

SEVERE WEATHER

In the event of potentially dangerous weather (e.g. lightning), the main ceremony will be moved indoors and follow the schedule outlined in the Severe Weather Scenario. A decision whether to implement the Severe Weather plan will be made by 8 a.m. on Thursday, May 18. In this case, your graduate will participate in one of two main ceremonies—at either 3 p.m. or 5:30 p.m., depending on their school. The event will take place in the Recreation Center and guests will need a ticket to enter. Each graduate will receive two tickets. All other guests may watch from indoor simulcast locations or on the live webcast. Graduates must pick up their Severe Weather Scenario tickets during the Graduation Fair at the TCNJ Bookstore in Campus Town on April 3–4. Tickets are not replaceable. Guests without a ticket will be directed to a simulcast location. Departmental/school ceremonies will not be impacted by weather and will occur as scheduled.

METHODS OF NOTIFICATION IN THE EVENT OF SEVERE WEATHER

If Severe Weather Scenario is activated for the main ceremony, guests and graduates will be notified in the following ways:

1. An announcement will be posted to TCNJ's homepage, and the commencement website.
2. Notification of the Severe Weather Scenario will be posted on TCNJ's Facebook page and Twitter feed.
3. Guests can call TCNJ's hotline at 609.637.6000. The greeting on this extension will inform callers if the severe weather scenario is in effect.

FREQUENTLY ASKED QUESTIONS

More FAQs are available on the commencement website: tcnj.edu/commencement

How do I make sure my student is on the list for commencement?

Students must apply for graduation in PAWS by February 6, 2017. If your student has not applied, please encourage your student to contact Records and Registration.

Do I need tickets?

Tickets are not required for any commencement activities, unless you are reserving space in the special needs seating area at the main ceremony or if the college proceeds with the Severe Weather Scenario and the main ceremony is moved indoors.

How many people can attend the main ceremony and/or the departmental/school ceremonies?

The number of guests is not limited for all ceremonies, though the college plans for five guests per graduate at departmental and school ceremony locations. In the event of severe weather, two tickets per graduate will be issued for the main ceremony.

Can you recommend nearby hotels and restaurants?

A list of local accommodations and restaurants will be available on the commencement website. Complimentary food and drink will be available on campus both days.

Am I allowed to take photos/videos of the ceremony?

Yes, guests are permitted to take photos/videos during the main ceremony. The College asks that guests be respectful of others and not obstruct their view of the event. Please check with your graduate's department regarding departmental/school ceremony procedures.

What should guests wear?

The main ceremony is an outdoor event. Guests are advised to dress for the weather and wear comfortable shoes.

IMPORTANT PHONE NUMBERS

Office of Disability Support Services	609.771.3199	Student Accounts	609.771.2172
Records and Registration	609.771.2141	Student Financial Assistance	609.771.2211
Special Needs Seating Reservations	609.771.2218	TCNJ Bookstore	609.359.5056



tcnj.edu/commencement