

Dear SUNY Broome Graduation Candidate:

Congratulations! Graduation is a major milestone, and we at SUNY Broome are working to make Commencement a special occasion for you and your family and friends. All Fall 2017 graduates as well as Spring 2018 and Summer 2018 prospective graduates are invited to participate.

## Starting April 15th

Purchase your regalia through the SUNY Broome Bookstore in the Student Center during regular store hours **before May 18, 2018**. Everyone participating in the ceremony is **required** to wear a cap and gown. Regalia must be ordered in person in order to ensure proper sizing. Those individuals residing outside of Broome County may contact the bookstore to make special arrangements.

If you are an honors graduate (GPA 3.50 - 4.00), you are entitled to a gold tassel. If you have already purchased your regalia and wish to exchange the black tassel, be sure to return it to the SUNY Broome Bookstore, otherwise you will be charged an additional fee. Graduation announcements and Phi Theta Kappa stoles (optional) are also available for purchase through the SUNY Broome Bookstore. If you have questions about regalia or pricing, please contact the bookstore at 607-724-0696.

For those wishing to bring family into the country to attend graduation, please contact Sue Wellington at 607-778-5187 email [international@sunybroome.edu](mailto:international@sunybroome.edu) if you are an international student, or Student Activities office at 607-778-5033 if you are a domestic student, for more information.

## May 24<sup>th</sup> - Graduation Day

### Rehearsal

Rehearsal will take place on Thursday, May 24th, starting promptly at **1:00PM** at the Floyd L. Maines Veterans Memorial Arena. Rehearsal will last approximately one hour. Upon arrival, enter the Arena on the ground level and take a seat in front of the stage. You will be receiving important information regarding the Commencement ceremony, so it is vital that you attend. Please arrive for this rehearsal well in advance to give yourself adequate time to find your way.

### Ceremony

Graduates must line up in full regalia at **6:45PM** at the Floyd L. Maines Veterans Memorial Arena. The graduation processional will begin promptly at 7:30PM. Be sure to **bring your name card**, which is enclosed with this letter. Replacement name cards will be available *at rehearsal*. No tickets are required for your families and friends to attend.

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## Late July

Diplomas will be mailed to the spring graduates in late July, following certification by the respective departments. Summer graduate diplomas will be mailed in late October.

## Other Information

For those guests that utilize wheelchairs, there will be seating on the main level of the Arena. Admittance to this area is through the doors where the graduates will be lining up. *Limited seating will be available for up to four family members to accompany the guest using the wheelchair.*

For those guests preferring to utilize the sign language interpreter, ushers will be available to direct you to the appropriate section.

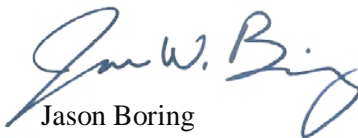
If you do not plan to attend the ceremonies, you may pick up a diploma cover in the Registrar's Office, located in SS-105, after June 1<sup>st</sup> during regular business hours. Postage must be paid for any diploma cover that is requested to be shipped. Those unable to attend can watch via a live stream on the SUNY Broome web page at [www.sunybroome.edu](http://www.sunybroome.edu).

GradImages GradTrak will be photographing each graduate as they receive their diploma cover. GradImages will contact you via email with information on purchasing photo packages.

Information on final grades may be accessed through MyCollege. If your address changes between now and commencement, *please notify the Registrar's Office.*

Again, congratulations! We hope you enjoy Commencement and know that the SUNY Broome community is proud of what you have achieved.

Sincerely,



Jason Boring  
Director of Student Activities  
StudentActivities@SUNYBroome.edu  
607-778-5033

For additional information or for an interactive map of the graduation location, please go to [www.sunybroome.edu/graduation](http://www.sunybroome.edu/graduation).