

Medaille College Commencement 2020

Checklist for Students

Prior to the Ceremony

<input type="checkbox"/>	Apply for graduation through MedailleOne no later than March 1, 2020
<input type="checkbox"/>	Access the commencement webpage to get pertinent information about the ceremony: http://www.medaille.edu/current-students/registrar/graduation
<input type="checkbox"/>	Order academic regalia through March 15 (contact the College Store after March 15 (716-880-2252): <input type="checkbox"/> Academic regalia (cap, gown, hood)
<input type="checkbox"/>	Access email invitation for ordering and printing tickets <input type="checkbox"/> Ticket Request
	<u>Print your tickets for guests beginning April 17th through to May 15th</u>
<input type="checkbox"/>	Read through the Commencement FAQs, the Preliminary Agenda for your ceremony, and any other information in the commencement packet, located on commencement webpage
<input type="checkbox"/>	If special accommodations are needed, access information located on commencement webpage

The Day of the Ceremony

<input type="checkbox"/>	Arrive at Kleinhans Music Hall no later than one hour prior to the start of your ceremony. Doors for the graduate ceremony will open at 11:30 a.m. for the graduate ceremony and at 5:30 p.m. for the undergraduate ceremony.
<input type="checkbox"/>	Bring your academic regalia (attire) with you to Kleinhans (if already received).
<input type="checkbox"/>	Pick-up your academic regalia (attire) at the College Store table, located in the lower level of Kleinhans (if you have not already received it)
<input type="checkbox"/>	Proceed to the Mary Seaton Room and locate your degree group
<input type="checkbox"/>	Obtain your name card from your Group Leader
<input type="checkbox"/>	Receiving an academic award (this will be on your name card): check with your Group Leader for additional information
<input type="checkbox"/>	Receiving Latin Honors: pick up your honors cord at the Information Table in Mary Seaton Room. <u>Undergraduate Students only.</u>
<input type="checkbox"/>	Pronunciation of your name: see Dr. Quigley at the “name table” in the Mary Seaton Room
<input type="checkbox"/>	Questions: stop at the Information Table in the Mary Seaton Room

