

Chemistry & Biochemistry Departmental Commencement 2008

<http://www.chem.ucla.edu/dept/Ugrad/pages/commencement.html>

When and where will it be held?

- The ceremony will be Saturday, June 14, 2008 at the Court of Sciences, between Young Hall and Boelter Hall. Although you may know the way, be sure to alert your guests of the location, especially those who may need special assistance.

What time do we show up?

- The reception begins at 4:00 PM.
- The ceremony will begin at 5:00 PM.
- Graduates will need to show up by 4:30 PM at the latest in order to check-in. A check-in table will be set up in the Court of Sciences. **Check-in is mandatory, or your name cannot be called during the ceremony.**

Is there assigned seating?

- Graduates will be seated in a reserved section at the front of the audience.
- Guests of graduates may sit in any seats not marked reserved or may stand.

Do we need to notify the Department in advance that we will be attending?

- YES! Fall 07, Winter 08, Spring 08, and Summer 08 graduates must be sure to RSVP and order guest tickets through MyUCLA between **APRIL 29 and MAY 14**. You will NOT be able to RSVP after this time.
- **WARNING:** Any student who has restrictions concerning the release of their name (e.g. FERPA) should be aware that your name will not appear in the departmental commencement program, unless you notify the Undergraduate Office directly with your permission by e-mailing us at commence@chem.ucla.edu.

Can we participate if we're graduating in Fall/Winter?

- Those who are graduating in Fall 2008 may be able to participate in the ceremony if they complete a "Special Inclusion Form" (which can be found on their MyUCLA page) **BEFORE MAY 9**. After they have submitted this form, the Undergraduate Office will inform them if they can RSVP depending on the number of students that request this inclusion. Winter 09 candidates will not be allowed to participate.

Do we need tickets?

- When you RSVP for your guests on MyUCLA, you will automatically order tickets for them as well. Tickets are free for the Chemistry and Biochemistry Commencement Ceremony. They will not be collected at the ceremony, so they are for commemorative use only. However, we ask that you **PLEASE** RSVP and reserve tickets for your guests on MyUCLA between **APRIL 29 and MAY 14** so we can ensure that adequate seating is available.

When and where do we pick up our tickets?

- Students can pick up their reserved tickets in 4009 Young Hall between **MAY 19 and JUNE 3**. When you pick up your tickets, we will ensure that the pronunciation and spelling of your name is correct for the ceremony. You will also complete a Departmental Senior Survey and receive additional commencement information.
- **It is VERY important that ALL participating graduates come to 4009 Young Hall during this time so we can verify the correct spelling and pronunciation of your name and make sure you have all the information you need.**

Is there anything that needs to be done at Murphy to participate in commencement?

- No. However, be sure that you have declared candidacy at the Registrar's Office, 1113 Murphy, or online on URSA. We generate a list of graduating seniors from the information they provide.

Where do we park and how much will it cost?

- Park in Lot 2, located behind Young Hall and the Molecular Science Building.
- Pre-paid Commencement Parking Permits will be available for purchase (\$8 per permit) in the Parking & Commuter Services Lobby (located on the second level of Parking Structure 8). Check their website at www.transportation.ucla.edu to see when you can begin purchasing them.

Where do I go if a guest or I need special assistance to attend the ceremony?

- If you are a student with a disability, or if you are inviting a guest who needs special assistance to attend Commencement, please check the Office for Students with Disabilities information under the commencement website (<http://www.commencement.ucla.edu/>) or go by the OSD office at A-255 Murphy Hall for information.

How is our ceremony different from the College of Letters & Science Commencement?

- The College of Letters & Science Commencement officially confers degrees. The Chancellor and a UCLA guest speaker will address graduates and relatives. Students are limited to the number of guests they can invite to this ceremony. Students are recognized by department only, not individually.
- At the Departmental Commencement, graduates will be individually recognized, Departmental Honors and Highest Honors will be announced, Research and Senior Awards will be presented, and Department Ph.D. students will be hooded. Light refreshments will be served prior to the ceremony.
- Students are welcome to attend both ceremonies. They should check for announcements and RSVP deadlines for both ceremonies on their MyUCLA webpage.

What do we wear?

- Your cap and gown. Graduation Etc. has already begun to take orders for caps & gowns, honors cords, announcements, diploma plaques and frames, Alumni Association memberships, and graduation gifts online at www.uclastore.com. Place your order as soon as possible to insure size availability and delivery in time for graduation. For more information, contact Graduation Etc. (A-Level Ackerman Union, gradetc@asucla.ucla.edu, 310-825-2587).

How will we receive our diplomas?

- Diplomas will be available through the Registrar's Office (1113 Murphy) 4-6 months after the completion of your degree requirements. You will be mailed information about when to pick them up.

How long will the ceremony last?

- The ceremony should last about two hours.

Where do I go for campus-wide commencement information?

- For up-to-date information about commencement ceremonies, graduation items, and travel for your out-of-town guests, please visit the UCLA Commencement Website: <http://www.commencement.ucla.edu/>.

IMPORTANT DATES!!!

APRIL 29 – MAY 14

Students can RSVP for themselves and their guests on MyUCLA

May 19 – JUNE 3

Students must pick up their tickets and check the spelling and pronunciation of their names in the Chemistry and Biochemistry Undergraduate Office, 4009 Young Hall

June 14, 2008

Chemistry and Biochemistry Commencement Ceremony at 4pm in the Court of Sciences