UNIVERSITY AT ALBANY COMMENCEMENT 2011
SATURDAY, MAY 14 ★ SUNDAY, MAY 15
The information contained in this brochure highlights scheduled activities, important dates, information for guests and the steps students need to take to confirm their participation in the 2011 Spring Commencement Weekend. Throughout the spring semester, students will receive further instruction electronically to their UALBANY email account. Only students who “apply to graduate” will receive this correspondence.

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Important Dates

February 18  Undergraduate degree applications are due. Submit online via MyUAlbany. Students must submit applications by this deadline to guarantee that their names will appear in the program. Spring Applicants Only.

March 24  Grad Fest at the University Bookstore. Your opportunity to purchase regalia, diploma covers, class rings and other commencement related items. Regalia for Bachelor and Master’s degree candidates on sale at the University Bookstore though May 14.

March 25  Graduate degree applications are due. Submit online via MyUAlbany.

April 1  Last day for Ph.D. candidates to purchase custom regalia through the University Bookstore

April 18  Doctoral recipients must notify Joanne Baronner, in the Office of Graduate Studies, at: Jbaronner@uamail.albany.edu of plans to attend Commencement.

Also, last day to rent Ph.D. regalia through the University Bookstore.

May 14  University–Wide Graduate Ceremony begins 9:00 a.m. in the SEFCU Arena.

The Family Picnic 1:00 p.m. to 4:00 p.m. on the Academic Podium

Torch Night 8:30 p.m. on the Academic Podium.

May 15  University–Wide Undergraduate Ceremony 10:00 a.m. at the Entry Plaza, on the top of Collin’s Circle.

May 17  Rental regalia must be returned to the University Bookstore.
August & December 2010 Degree Recipients
All students awarded degrees in August or December of 2010 at the Bachelors, Masters, or Doctoral level may participate in their respective spring ceremony. You must monitor the commencement website for all updates. Names of August and/or December degree recipients are not included in the spring program.

Bachelor’s & Master’s Candidates
All candidates who’ve submitted a degree application, online, through MyUAlbany for May 2011. The academic records of undergraduate students who have applied for graduation will be reviewed by The Office of the Registrar. Those candidates whose cumulative records and current courses do not meet all of the degree requirements for May will be notified via e-mail so that the deficiencies can be corrected no later than March 25th. Those who do meet the requirements for the degree will not receive notification. Master’s and Certificate Candidates, please check with your program department to ensure that you will satisfy all requirements for May.

Doctoral Candidates
The University requires that ALL Requirements for the degree, including submittal of the approved dissertation, and completion of any internship must be finalized before participating in commencement exercises. The specific requirements for Ph.D. program completion, degree award and participation in commencement are reviewed during the scheduling of defense of the student’s dissertation. Doctoral Dissertations are due by May 2nd.

Doctoral candidates must notify the Office of Graduate Studies of their intent to participate in the ceremony by contacting Joanne Baronner at Jbaronner@uamail.albany.edu by Monday, April 18.

All Participants
Potential candidates for May 2011 must file a degree application by the stated deadlines. The University cannot guarantee that your name will be listed in the program if you fail to meet the deadlines as stated. Only students who have completed a degree application for May 2011 will receive electronic updates regarding commencement. Submission of a degree application will initiate future correspondence to your UAlbany e-mail account. Undergraduate Summer 2011 degree candidates may participate in commencement and departmental ceremonies but their name will appear in the 2011 Winter Commencement program.

Degrees are awarded after final clearance, pending the satisfactory completion of the final term of study and/or fulfillment of all academic requirements. Candidates who fulfill all requirements for the degree can expect to receive their diplomas through the mail 6 to 8 weeks following the end of the term. Candidates who have failed to complete all academic requirements by May, or who have other matters requiring resolution will be notified in June. Undergraduates who have any unresolved grades (ex: incompletes) will not be cleared for the degree.

If you have a concern about your degree clearance, contact your academic advisor or The Office of the Registrar.
Student Checklist

1. Complete Your Degree Application!
All students must apply through the MYUALBANY portal. Look for the “Apply for Graduation” link on your MYUALBANY home page.

Bachelor’s candidates must apply by February 18th.

Master’s, Certificate, and Doctoral candidates must apply by March 26th.

Apply sooner rather than later. Only students who have completed a degree application will be provided with further detail and instruction.

*If you do not submit your degree application by the deadline, we cannot guarantee that you will be cleared for graduation in May or that your name will be printed in the program.*

2. Complete Your Commencement Registration Form.
Once your degree application has been submitted and approved, you must Register to Participate in commencement exercises and related events. The registration form will be available on MYUALBANY beginning March 15.

Only students who have a degree application on file for May 2011 will be granted access to register. Those who intend to participate in commencement weekend can secure their seat on the form. Those who choose not to attend must complete the form and verify post graduation contact information so that the diploma will be mailed to the appropriate address. Further instructions will be sent via email in March.

3. Monitor Your UAlbany Email Account
Further information and instruction will be provided electronically to your UALBANY email account, once your degree application has been submitted. The Commencement website (www.albany.edu/commencement) is also a comprehensive resource for all your planning needs.

4. Purchase Regalia
Proper academic regalia is required to participate in commencement. The University Bookstore will sell souvenir Bachelor’s and Master’s regalia and will have high quality, custom doctoral regalia available for purchase or rental. Bachelor’s and Master’s regalia can be purchased beginning at Grad Fest, and then at the University Bookstore through May 13. Please contact the University Bookstore for further detail.
5. Graduating With Honors?
Undergraduate students, graduating with honors will have the opportunity to purchase an honors medallion, to wear as part of their regalia, in recognition of their exceptional accomplishments, through the University Bookstore. Recipients will receive a letter from the Dean of Undergraduate Studies notifying them of their honor status. This letter must be taken to the University Bookstore, where it can be exchanged for the appropriate medallion. The cost of each medallion is approximately $10. For further information on how honors candidates are chosen, please visit the Commencement website: www.albany.edu/commencement

6. Become a Flag Bearer
If you are interested in commemorating your academic achievements at graduation by carrying a flag, contact the Office of International Student and Scholar Services via email at: isss@uamail.albany.edu. Please include your full name, student ID, degree to be earned, department/school or college issuing the degree, and your phone number. If you are an international student, and are interested in carrying your country’s flag, please include the name of your home country. Flags of countries represented in the graduating class will be part of the processional. The Flag Bearer policy regarding selection and process is posted online at: www.albany.edu/commencement/students.php

7. Are You a Legacy Student?
A UAlbany Legacy is a student or alum who has a parent or grandparent who is a UAlbany alum. The Legacy Program recognizes families for their continued generational support and helps legacies stay connected through special programs and events. If you are a Legacy, email Melissa Samuels at msamuels@uamail.albany.edu with the following information: your name, degree (if applicable), mailing address, phone number and email address. Also include the same information for your family members who also attended UAlbany.

8. Clear Any Financial Holds
A diploma cannot be issued unless all financial obligations are cleared. Also, outstanding disciplinary actions may prevent your graduation.
Saturday, May 14

Family Picnic

1:00 p.m. to 4:00 p.m.  Location: Academic Podium

Open to all graduates, families and friends. Traditional picnic fare will be served, including vegetarian options. The picnic will be held rain or shine. There is no charge for this event.

Torch Night

8:30 p.m.  Location: Academic Podium

Seniors, along with family and friends are encouraged to attend this moving ceremony, where they will be officially welcomed into the Alumni Association. The ceremony includes a short video tribute to members of the graduating class and will culminate in a firework display.

Commencement Mass

7:00 p.m.  Location: Campus Center, Assembly Hall

Contact: Fr. Paul Butler, 489-8573 Ext. 23
Sponsored by the Newman Catholic Ministry
Open to everyone
The following is a schedule of events for Commencement Weekend for Master’s and Doctoral students only unless otherwise noted. For detailed information about individual recognition ceremonies, please refer to the contact number listed for that particular event.

Friday, May 13

Nelson A. Rockefeller College of Public Affairs and Policy Graduate Recognition Ceremony and Reception

Political Science and Public Administration & Policy

Time: 4:00 p.m.
*Reception to follow.

Location: Page Hall Auditorium (Downtown Campus)
Contact: Kara Pangburn, 442-5396

Saturday, May 14

University-Wide Graduate Ceremony

*Tickets are not required

Time: 9:00 a.m.
Location: SEFCU Arena

Ceremony to confer master’s and doctoral degrees. Graduates should arrive by 8:00 a.m. for assembly in the gymnasium in the Physical Education building. Participants must wear academic regalia.

Individual Recognition Ceremonies & Receptions

School of Business Graduate Reception
*Immediately following the Graduate Ceremony

Location: School of Business, 2nd Floor
Contact: Sally Mills, 442-4272

School of Criminal Justice Graduate Ceremony – 4:00 p.m.

Location: Milne Hall, Room 200 (Downtown Campus)
Contacts: Diana Mancini and Michele Fox, 442-5210

School of Education Reception

Immediately following the Graduate Ceremony

Location: SEFCU Arena, Hall of Fame Room
Contact: Elizabeth Norton, 442-4991

College of Computing and Information (Information Studies and Computer Science) – 2:30 p.m.

*Combined Graduate and Undergraduate Ceremony

Location: Performing Arts Center - Main Theatre
Contact: Brian Gabriel, 442-5115

College of Nanoscale Science and Engineering Graduate Reception

Immediately following the Graduate Commencement Ceremony

Location: NanoFab 300 South - rotunda
Contact: CNSE Office for Student Services, 437-8686

School of Public Health
Graduate Ceremony – 2:00 p.m.

Location: East Campus
Contact: Anthony Torres, 402-0727

School of Social Welfare
Graduate Ceremony – 1:00 p.m.

Location: Page Hall, Auditorium (Downtown Campus)
Contact: Dawn Knight-Thomas, 591-8769
The following is a schedule of events for Commencement Weekend for Undergraduates. For further information about individual recognition ceremonies, please refer to the contact information listed for that particular event.

**Sunday, May 15**

**University-Wide Undergraduate Ceremony**

*Tickets are not required*

**Time:** 10:00 a.m.

**Location:** Entry Plaza at the top of Collin’s Circle

The ceremony for the formal conferral of undergraduate degrees will begin promptly at 10:00 a.m. and will last for approximately one hour. Candidates should arrive for assembly by 9:00 a.m. Students who apply to graduate will receive further instruction and correspondence via email, to their University at Albany email account. The ceremony will be held outdoors, rain or shine, so please dress in layers and according to the latest weather forecast. Many of the individual recognition ceremonies/receptions that follow the undergraduate ceremony will be held at locations within a short walk of the Entry Plaza. Please refer to the map provided to determine the location of the individual ceremony you plan to attend.

University shuttles will be available for those who need rides back to their vehicles.

**Individual Recognition Ceremonies & Receptions**

### Saturday, May 14

- **Africana Studies – 5:30 p.m.**
  - **Location:** Campus Center Ballroom
  - **Contact:** Africana Studies Department, 442-4730 or africana@albany.edu

- **Anthropology – 3:30 p.m.**
  - **Location:** Page Hall - Downtown
  - **Contact:** Anthropology Department, 442-4700 or anthro@albany.edu

- **Art, Music, Theatre and Classics – 5:30 p.m.**
  - **Location:** Performing Arts Center Main Theatre
  - **Contact:** Art Department, 442-4020; Classics Department, 442-4020; Music Department 442-4187; Theatre Department 442-4200

- **Biology – Noon**
  - **Location:** Performing Arts Center Main Theatre
  - **Contact:** Biology Department, 442-4300 or biology@albany.edu

- **Communication - 5:30 p.m.**
  - **Location:** SEFCU Arena.
  - **Contact:** Communication Department, 442-4871

- **College of Computing and Information (Information Studies and Computer Science) – 2:30 p.m.**
  - **Location:** Performing Arts Center - Main Theatre
  - **Contact:** Brian Gabriel 442-5115 or cci@albany.edu

- **Atmospheric & Environmental Sciences – 2:00 p.m.**
  - **Location:** Lecture Center 18
  - **Contact:** EAS Department, 442-4556

- **East Asian Studies – 3:30 p.m.**
  - **Location:** Performing Arts Center, Studio Theatre
  - **Contact:** East Asian Studies Department, 442-4117 or easian@albany.edu

- **Economics – 3:00 p.m.**
  - **Location:** Campus Center Ballroom
  - **Contact:** Economics Department, 442-4735 or econ@albany.edu

- **English – 3:00 p.m.**
  - **Location:** SEFCU Arena
  - **Contact:** English Department, 442-4055

- **Geography and Planning – 3:30 p.m.**
  - **Location:** Performing Arts Center - Recital Hall
  - **Contact:** Geography and Planning Department, 442-4636

- **History, Judaic Studies – Noon**
  - **Location:** Campus Center Ballroom
  - **Contact:** History Department, 442-5300 or history@albany.edu
  - **Judaic Studies, 442-4130 or cjs@albany.edu
Languages, Literatures and Cultures – 12:30 p.m.
Location: Performing Arts Center - Recital Hall
Contact: Languages, Literatures and Cultures Department, 442-4100 or 442-4222 or language@albany.edu

Latin American and Caribbean Studies – 1:00 p.m.
Location: Art Museum
Contact: Latin American and Caribbean Studies Department, 442-4890 or LACS@albany.edu

Mathematics – 6:00 p.m.
Location: Performing Arts Center - Recital Hall
Contact: Mathematics Department, 442-4602 or math@albany.edu

Psychology – 12:30 p.m.
Location: SEFCU Arena
Contact: Psychology Department, 442-4820 or psychology@albany.edu

Sociology – 8:00 p.m.
Location: SEFCU Arena
Contact: Sociology Department, 442-4666 or socio@albany.edu

Sunday, May 15

School of Business – 1:00 p.m.
Location: SEFCU Arena
Contact: School of Business Office of Student Services, 442-4961
*Doors will open for guest seating at noon.

Chemistry – Noon
Location: Performing Arts Center - Recital Hall
Contact: Chemistry Department, 442-4400 or chemdept@albany.edu

School of Criminal Justice – 12:30 p.m.
Location: Performing Arts Center Main Theatre
Contact: School of Criminal Justice, 442-5214 or scj@albany.edu

Philosophy – 1:00 p.m.
Location: Campus Center 375
Contact: Philosophy Department, 442-4250 or philo@albany.edu

Nelson A. Rockefeller College of Public Affairs and Policy - 1:30 p.m.
*Light refreshments at 12:30 p.m.
Location: Page Hall Auditorium (Downtown Campus)
Contact: Rockefeller College, 442-5254

Physics – 12:30 p.m.
Location: Campus Center Assembly Hall
Contact: Physics Department, 442-4500 or physics@albany.edu

School of Social Welfare – 12:30 p.m.
Location: Campus Center - Ballroom
Contact: Dawn Knight-Thomas, 591-8769 or sswhelp@albany.edu

Women’s Studies – 12:30 p.m.
Location: Performing Arts Center Studio Theatre
Contact: Women’s Studies Department, 442-4220
Tickets
Tickets are NOT required for guests attending either the Undergraduate and Graduate ceremonies, Torch Night, or The Family Picnic. Individual School/College or Departmental ceremonies each have their own policies determined by projected attendance and venue capacity. Please check with your department's contact person to verify what guest attendance policy is in place.

Parking
Parking will be available in all University Parking lots designated by “Event Parking” signs. Parking lots are designated gold in color on the map provided. Shuttle buses will transport guests from outlying lots to drop-off points closer to the ceremonies throughout the weekend. We strongly urge you to take advantage of the shuttle service rather than attempting to move your car to find parking for each event you attend.

University-Wide Graduate Ceremony
Parking for the graduate ceremony will be available in the SEFCU Arena and Dutch Quad lots. Personal vehicles will not be allowed to drop off graduates at the Physical Education building on Saturday. Shuttle service from the Dutch lot to the Arena will be available.

Handicapped Parking
University-Wide Graduate Ceremony
A limited number of handicapped parking spaces for vehicles with the appropriate decal will be available in the small lot to the west of the SEFCU Arena. Entry to the lot is via the bus turnaround. This is also the location where guests with mobility issues may be dropped off.

University-Wide Undergraduate Ceremony
Parking for people with handicapped permits will be clearly marked and located at the State Faculty/Purple lot accessible off of perimeter road on State Drive East. (detailed on the map in this brochure). As with any designated parking space on campus, you must display the appropriate decal to gain access to this lot. Golf cart shuttles will escort guests from the State Purple lot to the accessible seating area on the Entry Plaza Lawn.

A University Police Officer will be present to direct you to the appropriate location on both days.

Accessibility
University Wide-Undergraduate & Graduate Ceremonies
Commencement staff will be available to provide wheelchair assistance from the shuttle drop-off / handicapped parking area into the reserved accessible seating areas.

General Information
Wheelchairs for personal use are not available. The ability of the Commencement staff to provide assistance in reaching other ceremonies is minimal. The campus is expansive, so if you have your own wheelchair we recommend that you bring it.

Most University buildings are accessible for people with disabilities and are equipped with handicapped accessible rest rooms, telephones and drinking fountains. At the Please note that this is an outdoor event that will be held rain or shine. Please be sure any frail or elderly guests are dressed appropriately. At the University-Wide Graduate ceremony, a reserved section will also be available. At both locations, the disabled seating area is, understandably, limited. We appreciate your cooperation in having no more than two able-bodied guests accompanying the disabled person. Sign-language interpreters will also be provided at these ceremonies. Interpreters will be present at the individual school/department ceremonies, only if requested in advance. Students or guests with hearing impairments, or those who need to sit in close proximity to the sign-language interpreters, requiring wheelchairs, wheelchair access and/or special seating should contact Carolyn Malloch by April 18, 2011 at:

Office of Disabled Student Services
Campus Center 137
Albany, New York 12222
518/442-5566 or 442-5490

Please note that Ms. Malloch will not be able to arrange special seating, wheelchairs or sign-language interpreters for the school/department recognition ceremonies. To request such arrangements please call the departmental contact number listed in this brochure.
University Shuttle Service – Main Campus
The University at Albany will provide free bus transportation from various parking lots on the main campus to locations closer to the scheduled ceremonies all day Saturday and from 7:30 a.m. until 4:00 p.m. on Sunday. Shuttles run only between parking lots on the uptown campus. Please allow 15-20 minutes to get from your car to the Entry Plaza located at Collins Circle.

On both days, the shuttles will be marked by parking lots and a color coded piece of paper will be provided to remind you of the shuttle you rode and to indicate what parking lot your vehicle is in.

Photography
The University at Albany will offer the services of a professional photographer at both of the University-Wide Graduate & Undergraduate Ceremonies. Students will be professionally photographed at the graduate ceremony as they cross and exit the stage, and at the undergraduate ceremony prior to the start of the undergraduate ceremony. The photographer will email proofs to student’s UALBANY email account, and families will have the option to purchase prints if they wish.

Public Restrooms
All University buildings are equipped with public restrooms, and most of these will be available throughout the weekend. In order to accommodate the large number of people in attendance, we will also set up accessible portable toilets near the near the undergraduate ceremony site.

Concessions
Retail outlets in the Campus Center will be open for business on Sunday prior to the undergraduate ceremony. Concessions, consisting of light refreshments, will be available at the SEFCU Arena for the graduate ceremony. For further information about food options, please visit: www.albany.edu/uas/commencement_services.htm

Flowers
For your convenience, flowers will be available for purchase at the main entranceways to both the University-Wide Graduate and Undergraduate ceremonies. Arrangements will include single, half dozen, and full dozen roses, as well as mixed bouquets. Please note, given the nature of the fire alarm system in place, balloons are not permitted inside the SEFCU Arena. For further information about gifts for graduates, please visit: www.albany.edu/uas/commencement_services.htm

Commencement Programs
Official Commencement Programs will be distributed at the University-Wide Graduate and Undergraduate ceremonies. May 2011 degree candidates who applied by the February 18 (undergraduate) or March 25 (graduate) deadline will be listed in the program, not those who participate. Therefore, students who received their degrees in August or December 2010, or do not officially graduate until after Summer Session but participate in the May 2011 ceremony will not be listed in this program.

Alcohol Policy
The University at Albany requests the cooperation of all participants and visitors in complying with the policy prohibiting alcoholic beverages at the ceremonies. No one with alcoholic beverages will be allowed to enter or participate in any of the weekend’s events.

Directions
For directions to the Main Campus, Downtown and East Campuses, please visit our website at: www.albany.edu/commencement

Please bring this brochure with you on Commencement Weekend.

Questions can be directed to The Office of University Events at: commencement@uamail.albany.edu

Contact Information
University-wide Graduate and Undergraduate Ceremonies .......... 518-442-9072
Regalia (University Bookstore) ............. 518-442-5690
Picnic ............................................ 518-442-9072
Torch Night ..................................... 518-442-5566
Disability Resource Center ............... 518-442-5490
Individual Recognition Ceremonies .... Please see brochure for contact information
Student Financial Services .............. 518-442-3202
Department of Residential Life .......... 518-442-5875