

## Congratulations, Graduates!

Our annual celebration of your achievement will take place on **Sunday, May 14, 2107 at 7:00 p.m.** in Zellerbach Auditorium.

**Please plan to arrive on Lower Sproul Plaza NO LATER THAN 6:30 P.M.** to line up for your processional into Zellerbach Auditorium. Oski will be there on Lower Sproul Plaza from 6:00 to 7:00 p.m. to greet you and your guests for photos, etc. We encourage you to arrive early, especially if you have guests requiring special assistance.

Doors for guests will open about 6:15 p.m.; guests needing special accommodations may be let in a little earlier.

The commencement procession will begin promptly at 7:00 p.m. The ceremony will last approximately 2½ hours, ending around 9:30 p.m.

Please become thoroughly familiar with the instructions included here for the graduation ceremony before you arrive.

All instructions and information are also posted online on our departmental Commencement web page – be sure to check this site for updates, announcements about ticketing, graduation day instructions, etc.:

<http://socialwelfare.berkeley.edu/commencement>.

## Graduation Day Checklist

- Purchase your tickets and give them to your guests in advance. **ALL GUESTS must have a ticket for the ceremony, including babies and small children – no exceptions.**
- Request special arrangement for you or any guests requiring a wheelchair or other special seating if needed (email [socwelf@berkeley.edu](mailto:socwelf@berkeley.edu)).
- Order or rent your regalia (Cap and Gown) from The Student Store (2480 Bancroft Way).
- Turn in any textbooks to the Library.
- Pay any unpaid/required fees.
- Review these commencement instructions for attending the ceremony.**

## Tickets for Commencement

Our Commencement Ceremony is a private, ticketed event and **all attendees must have a ticket** to be admitted to Zellerbach Auditorium, **including babies and small children**. This is a Cal Performances policy and there are no exceptions.

Graduates do not need a ticket for themselves. All graduates DO need to RSVP for Commencement in order to access the online ticketing system.

**Ticketing will open on March 15.** Each graduate who RSVPs for Commencement will automatically receive two (2) free tickets each for guests. Additional tickets may be purchased for \$5.00 each. **You must access the online**

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**ticketing system to claim your two free tickets** even if you don't need to purchase any additional tickets.

The link to the online ticketing system is available on our departmental Commencement web page: <http://socialwelfare.berkeley.edu/commencement>. Look under the "Order Commencement Tickets" tab.

Please note that all ticket sales are final, and there are no refunds. Also, tickets will NOT be available for sale or for pickup on the day of graduation, so please order your tickets accordingly and be sure to pick them up promptly.

All tickets will be available for pickup in person from the Front Desk in 120 Haviland after April 22. Tickets are not printable online or mailed; you must pick them up in person. **Be sure to print a copy of your confirmation from the online ticketing system and bring it with you** when you pick up your tickets.

### ADA Accessibility

Please be sure to communicate any special accommodation needs you or your guests may have when you RSVP for Commencement. We will provide the Zellerbach house staff with a list of participants and guests requiring special assistance in advance.

We strongly encourage you to inform guests who use a wheelchair or have other special seating or accommodation needs to **arrive 15 minutes prior to the doors opening to the general audience**. Cal Performances ushers will greet guests requiring ADA assistance at about 6:15 p.m., and will assist your guests with seating in the auditorium.

**Disabled Parking:** All designated Disabled spaces and non-reserved spaces will be available at the \$10.00 or \$15.00 rate (depending on the venue – see "Guest Parking" below) to disabled patrons with certified Disabled placards or license plates on a first-come first-served basis.

### Guest Parking

Parking and Transportation will sell parking spaces for commencement in these locations:

- Dana/Durant Lot (Dana St. between Bancroft Way and Durant Ave) - **\$10.00**
- R.S.F. (Rec Sports Facility) Garage (Bancroft Way at Ellsworth St.) - **\$10.00**
- Lower Sproul Garage (Bancroft Way, below Telegraph) - **\$15.00**

The City of Berkeley Sather Gate Garage (west of Telegraph Ave. between Channing Way and Durant Ave.) is also available.

# Graduation Day Instructions

**Please plan to arrive on Lower Sproul Plaza NO LATER THAN 6:30 P.M.** to begin lining up for your processional into Zellerbach Auditorium. Oski will be there on Lower Sproul Plaza from 6:00 to 7:00 p.m., to greet you and your guests for photos. We encourage you to arrive early to greet family and friends, take pictures, etc.

**Guests requiring special accommodations/ADA seating should plan to arrive early** in order to be assisted and seated comfortably by Zellerbach house staff.

**Bring as little with you as possible:** there is no place to safely store belongings. Leave things with your guests. Doors should open for guests about 6:15 p.m., and they may be seated in the auditorium.

## Where to Line Up

**PHD CANDIDATES, FACULTY and COMMENCEMENT SPEAKERS** will congregate **INSIDE** the Zellerbach lobby, just to the right side of the lobby near the staircase (north side).

**MSW and BASW CANDIDATES, and any guests walking with them,** will gather and line up for the processional **OUTSIDE** of Zellerbach Hall, on either side of the front doors as shown below, and far enough away from the front doors so that guests are not impeded upon their arrival. **You don't need to worry about lining up in alphabetical or any other particular order.**



## Guests Walking With You

If you wish to have someone (family member, partner, child, or other loved one, etc.) join you in the walk across the stage, please follow these important guidelines so the process can work smoothly:

- **You may ONLY have up to two (2) guests walk with you.**
- **Guests walking with you will also have to sit with you in the auditorium for the entire duration of the ceremony.**

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- They will also march in with you in the procession. Someone will be taking their tickets at the door as you all process into the lobby.
- If you won't be in cap and gown, you'll need a ticket too: a volunteer will hand you one as you are lining up for the processional.
- There will be a photo op section at stage left, as you walk off the stage after receiving your scroll.

### Name Reader Cards

When you arrive at Zellerbach to gather for the processional, a volunteer or staff member will hand you a pencil and a Name Reader Card to fill out before you enter the auditorium. **The card is used to read your name as you cross the stage.** You will hand the card to the name reader as you proceed across to receive your scroll.\*

**\*Exception: PhD candidates** will just return their card to the volunteer.

On the "READER CARD" side of the card, CLEARLY PRINT your name as you wish for it to be read aloud. To help the name readers pronounce your name correctly, use the "Phonetic Spelling" box on the Reader Card to phonetically spell your name as pronounced.

Following graduation the card is given to the photographers to contact you with your color proofs. **Be sure you supply a permanent email address with your contact information!**

### Photography

While you are receiving your scroll and as you exit the stage at the photo op section, a professional team of photographers specializing in graduations will be taking pictures of you.

GradImages is the official campus photographer for commencement. Approximately 24 hours after the ceremony you will receive information from them on how to access your proofs and order your commencement photos. Please be sure to provide accurate contact information on your name reader card.

### After Graduation

- If you **rented** any regalia, return it to The Student Store ASAP.
- Diplomas are mailed free of charge **from the Office of the Registrar** (not the School of Social Welfare) approximately four months after degree conferral. Check and update your diploma mailing address in Calentral.
- If you need proof of graduation before the Registrar has posted the final degrees, submit a Request for Certificate of Completion Form to Cal Student Central in 120 Sproul Hall.

# 2017 Commencement Order of Ceremony

<b>Arrival on Lower Sproul Plaza and Welcome with Oski</b>	<b>6:00-7:00 p.m.</b>
Doors open for Guests	6:15 p.m.
<b>Gather for Processional</b>	<b>6:30 p.m.</b>
<b>Call to Order</b>	<b>6:57 p.m.</b>
<i>Fanfare for the Common Man (Aaron Copeland &amp; London Symphony Orchestra)</i>	
<b>Processional</b>	<b>7:00 p.m.</b>
<i>Rule Britannia</i>	
<i>Pomp and Circumstance March #5 (Carl Davis &amp; Royal Philharmonic Orchestra, London Olympic Games of 2012)</i>	

## **The commencement procession will begin promptly at 7:00 p.m.**

- Faculty, Speakers and Special Guests**, entering from inside lobby and processing down the right aisle onto the stage.
- PhD Candidates** follow down the **left aisle** and onto the stage. **Please carry your doctoral hood draped over your right arm** during the processional and as you take your seats on stage.
- MSW Candidates and Guests Walking** follow, entering from the south side entrance and proceeding down the **left aisle** to fill in the first 10 rows of the Center Orchestra Section, starting in the very first row. **Please carry your master's hood draped over your right arm** during the processional and as you take your seats.
- BASW Candidates and Guests Walking** follow, entering from the north side entrance and taking your seats in the rows Center Orchestra section immediately behind MSW Candidates.

<b>Welcoming Remarks</b>	<b>8 minutes</b>
<b>Introduction of Commencement Speaker</b> Dean Jeffery Edleson	
<b>2017 Commencement Address</b>	<b>15 minutes</b>
The Honorable Tony Thurmond California State Assembly, 15th Assembly District	
<b>Special Recognition of Awardees</b>	<b>3 minutes</b>
Dean Edleson	
<ul style="list-style-type: none"><li>All students who are recipients of 2017 academic and achievement awards will be asked to stand and be recognized.</li></ul>	
<b>Doctor of Philosophy in Social Welfare Program and Speaker Introduction</b>	<b>1 minute</b>
Valerie Shapiro	
<b>Doctoral Student Commencement Address</b>	<b>5 minutes</b>
Heliana Ramirez, L.I.S.W.	

**Conferral of PhD Degrees**

**1 minute**

Dean Edleson

- Dean Edleson will ask you to STAND AS A GROUP at your seats on stage for your conferral.

**Presentation and Hooding of PhD Graduates**

**10 minutes**

Dean Edleson and Valerie Shapiro

- Each PhD candidate will be called forward as her or his dissertation title and the name of the dissertation chair or co-chair are read from the podium. **PLEASE STAND IN FRONT OF THE PODIUM/SCROLL TABLE.**
- PhD candidates will then be individually hooded by their dissertation chairs.
- After the hooding, turn around to receive a scroll and a handshake from Dean Edleson, and then return to your seat on the stage.

**Master of Social Welfare Program and Speaker Introduction**

**5 minutes**

Greg Merrill

**MSW Student Commencement Address**

**5 minutes**

Sade Daniels

**Conferral of MSW Degrees**

**1 minute**

Dean Edleson

- Dean Edleson will ask you stand at your seats for your degree conferral. **REMAIN STANDING FOR HOODING AT THIS TIME.**

**Presentation and Hooding of MSW Graduates**

**20 minutes**

Dean Edleson and Greg Merrill

- When you stand for your degree conferral, **stand with your hood draped on your right arm.**
- Dean Edleson will ask all students to remain standing as a group, **TURN TO THE PERSON ON THEIR LEFT and to pass their hood to this person.** \*\*\*

\*\*\*Volunteer ushers will be standing on the far left aisle (an usher at the end of each row) so that when MSW candidates seated on the left aisle stand and turn to their left, hoods will be presented to the usher at the end of the row. The usher will then hood the candidate upon instruction from Dean Edleson.

\*\*\*If you will be accompanied by guests walking across the stage with you, **they will also be seated with you.** Some of you may be hooded or passing hoods to friends and family members, so let them know what happens!

- Dean Edleson will then ask all candidates to **TURN TO THEIR RIGHT AND HOOD THE CANDIDATE IN FRONT OF THEM.**
- After hooding Dean Edleson will ask you to take your seats with the exception of the first row, who will proceed to the stage (up the right staircase) and to the microphone where **Andrea DuBrow and Andy Scharlach** will be standing and reading your names as you cross the stage.

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- Proceed across the stage as your name is being called, and pause at the scroll table to receive a scroll and a handshake from Dean Edleson.
- Continue across the stage and down the staircase to the left of the stage to again be seated. There will be a photo op area as you exit the stage where you may also stop and be photographed by both the official photographer, as well as family and friends.

### **Bachelor of Arts in Social Welfare Program and Speaker Introduction** **5 minutes**

Jill Duerr Berrick

### **BASW Student Commencement Address** **5 minutes**

Maria Mercedes Castaño

### **Conferral of BASW Degrees** **1 minute**

Dean Edleson

- Dean Edleson will ask you stand at your seats for your degree conferral. Upon conferral he will instruct you to switch your cap tassels from the right to the left to signify the conferral.

### **Presentation of BASW Graduates** **20 minutes**

Dean Edleson and Jill Duerr Berrick

- After conferral Dean Edleson will ask you to take your seats with the exception of the first row, who will proceed to the stage (up the right staircase) and to the microphone where **TBA** will be standing and reading your names as you cross the stage.
- Proceed across the stage as your name is being called, and pause at the scroll table to receive a scroll and a handshake from Dean Edleson.
- Continue across the stage and down the staircase to the left of the stage to again be seated. There will be a photo op area as you exit the stage where you may also stop and be photographed by both the official photographer, as well as family and friends.

### **Closing Remarks & Video Introduction** **3 minutes**

Dean Edleson

- Dean Edleson will ask everyone to remain seated following the Class of 2017 video presentation until after the recessional ends and all graduates have exited their seats.

### **Class of 2017 Video Presentation** **5 minutes**

*Dare You* (Hardwell)

### **Recessional** **10 minutes**

*We Are Family* (Sister Sledge); *Joyful Sound* (Debby Holiday)

- At the end of the video, **Dean Edleson will stand and lead the participants off the stage**, to be followed by the graduating class.
- Faculty and speakers exit the stage first, followed immediately by PhDs.
- MSWs then exit from the same aisle you entered.
- BASWs exit at the same time, from the same aisle you entered.

**Total Time for Ceremony:** 2 hours, 15 minutes (approximately 7:00 p.m. to 9:15 p.m.)