Spring Commencement
Saturday, May 7, 2016
9:30 a.m. Ceremony • 2:00 p.m. Ceremony

John F. Savage Arena (Main Campus)

Commencement Guide

Candidates should begin lining up no later than 9:00 a.m. for the 9:30 a.m. ceremony and no later than 1:30 p.m. for the 2:00 p.m. ceremony. Each ceremony will last approximately two hours.

Undergraduate and Graduate Ceremonies are combined as follows:

**9:30 a.m.**
- College of Adult and Lifelong Learning
- Judith Herb College of Education
- College of Health Sciences
- College of Social Justice and Human Service

**2:00 p.m.**
- College of Business and Innovation
- College of Communication and the Arts
- College of Languages, Literature and Social Sciences
- College of Natural Sciences and Mathematics

Where
Commencement will be at John F. Savage Arena on the Main Campus of The University of Toledo.

Academic Regalia
Academic Regalia must be worn to walk in the Commencement Ceremony. Caps, gowns, tassels, and announcements are purchased at the University Bookstore. If you have questions about regalia, please contact the bookstore at (419) 530-2516.

Guests
Admission to the ceremony does not require a ticket; however, seating is on a first-come, first-served basis. Guests should enter the arena using the Charles A. Sullivan entrance. Ushers will be available to direct guests to seats offering the best view of a particular college.

The Ceremony
Candidates will line up with their college in the lower level of John F. Savage Arena. All students should enter the arena through the Charles A. Sullivan entrance.

**Morning Ceremony – 9:30 a.m.**

- West - Sullivan Entrance Side
- East - Old Box Office Side
- Doctorate Students
- Judith Herb College of Education
- College of Social Justice and Human Service
- College of Adult and Lifelong Learning
- College of Health Sciences

**Afternoon Ceremony – 2:00 p.m.**

- West - Sullivan Entrance Side
- East - Old Box Office Side
- Doctorate Students
- College of Natural Sciences and Mathematics
- College of Languages Literature and Social Sciences
- College of Communication and the Arts
- College of Business and Innovation
Photographs
A professional photograph is taken of each candidate as he/she proceeds across the stage. Approximately three weeks after the ceremony, each candidate will receive a proof of the picture taken along with ordering instructions. For more information about the photographs, please call Grad Images at (800) 424-3686.

Accessibility Concerns
Candidates and guests requiring accommodation due to a disability should refer to the attached map. Parking Lot 4 is available for those who have state-issued handicapped parking passes. Parking Lots 18 and 19 provide wheelchair access shuttle bus transportation from the lots to the main entrance of Savage Arena. After the ceremony, buses will return guests to Lots 18 and 19. Shuttle will run one hour prior to the ceremony and one hour after. Seating areas are available in Savage Arena for guests who use wheelchairs, with family seating nearby.

Diploma
Graduates can expect to receive their diplomas within 30 days following commencement. Diplomas will be mailed to the address reported on the Application for Graduation. Updates to this address can be made by calling the Office of the Registrar at (419) 530-4829 or via email at graduation@utoledo.edu. The mailing of your diploma will be delayed if there are any holds on your student record (i.e., parking tickets, financial obligations, library fines). In all instances, the awarding of a degree is subject to the completion of degree requirements.

Transcript
Degrees are typically posted to the transcript record within 30 days of the commencement ceremony. Transcript orders can now be placed online through the myUT Portal. If you order a transcript before your degree is posted to your record, whether online or through one of our alternative methods, mark the request to indicate that the transcript should be sent after the degree is posted. Transcript requests placed online incur online convenience fees.

Honors
Undergraduate candidates with an overall GPA of 3.30 or higher are qualified to graduate with scholastic distinction. This GPA is calculated using all undergraduate coursework taken at The University of Toledo and all undergraduate coursework taken at other institutions, as well as any grades deleted or forgiven in accordance with UT’s Board of Trustees approved policies. No student will be awarded a level of honors above that indicated by the University of Toledo GPA. Eligible candidates will be distinguished at the commencement ceremony based on all academic work completed prior to the term of graduation. Qualified students will be notified by mail of when and where to collect their honors cords.

Additional Tips
• Leave personal items like coats and purses with guests. There are no facilities available for storing these items.
• Arrive early enough to allow adequate time to line up with your college.
• There is no rehearsal for the ceremony. Follow the Marshals from your college. Marshals will assist you as you line up, lead you into the auditorium and to your seat.
• Wear additional academic regalia that correspond with your honor society (e.g., sash, medal, ribbon, etc.).
• The ceremony will be webcast live at video.utoledo.edu.