



Fall Commencement

Friday, December 16, 2016

5:30 p.m.

John F. Savage Arena



Commencement Information

WHEN/WHERE:

The University of Toledo College of Engineering Commencement and Order of the Engineer Ceremony will begin at 5:30pm on Friday, December 16, 2016. This event will take place at John F. Savage Arena on the Main Campus of The University of Toledo.

PARTICIPATION:

Students who will be finishing their degree program in December 2016 or those who have completed their program in August 2016, are eligible to participate in the December 16th commencement ceremony.

Students will need to register in order to participate in the ceremony at:

<http://utengr.ng/Fall2016Commencement>

Deadline to register is Wednesday, November 23, 2016.

ORDER OF THE ENGINEER RING:

The Engineer's Ring is a stainless steel ring, worn on the fifth finger of the working hand by engineers who have accepted the Obligation of an Engineer in a Ring Ceremony. This ceremony will take place at commencement and graduates will receive the ring at this time. The ring is FREE and a gift to the graduate from the College of Engineering. Graduates must participate in the ceremony to receive the ring.

Ring Sizing will take place on the 1st floor of Nitschke Hall:

September 27th from 10am-2pm

September 28th from 8am-12pm

September 29th from 2pm-6pm

***Other sessions to be announced in October.

Photos for both Graduate and Undergraduate students who will be completing their program this academic year, will also be taken at these times. (Those graduating December 2016, May 2017 or August 2017)

*** There will be no other photo sessions scheduled for this academic year.

ACADEMIC REGALIA:

Academic Regalia must be worn to walk in the Commencement Ceremony. Caps, gowns, tassels, and announcements are purchased at the University Bookstore. Those receiving a Bachelors or Master's Degree will request an **orange** tassel. Those receiving their PhD will request a **gold** tassel. Please purchase your regalia before December 9th. If you have questions about regalia, please contact the bookstore at (419) 530-2516.

GUESTS:

There is no limit for guests and 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.

THE CEREMONY:

Candidates should begin lining up no later than 4:30 p.m. for the 5:30 p.m. ceremony. The ceremony will last approximately 3 hours. Undergraduate and Graduate Ceremonies are combined.

Candidates will line up with their department in the lower level of John F. Savage Arena. All students should enter the arena through the Charles A. Sullivan entrance. Additional directions will be sent soon to the students.

PHOTOGRAPHS:

A professional photograph is taken of each candidate as he/she proceeds across the stage. These photos will be available to download from the College of Engineering's website by the end of January 2017.

DIPLOMAS:

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.

TRANSCRIPTS:

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:

Students who are eligible to graduate with honors, will receive an invitation to the Honors Convocation in their envelope. Honor cords will be awarded on **Friday, November 18, 2016** at the College of Engineering Honors Convocation. You do not have to be in the Honors College program to attend and be recognized at this ceremony. The Honors Convocation is for all undergraduate students who graduate with a 3.3 grade point average or above. If you do not receive an invitation, and you think you are eligible, please contact Dr. Scott Molitor (419.530.8047) for the reason you were not designated to participate. Your honor cords will not be available in the bookstore, as they will be sent here for the ceremony. If you will not be participating in the

honors convocation stop by after the ceremony and before graduation to pick up your cords and certificate.

CO-OP MEDALLIONS:

If you have completed four or more co-operative education experiences, you will receive a co-op medallion. This medallion will be given to you when you line up for commencement program.

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 lineup, 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: youtube.com/utoledocoe

Please take the time to sign up at The University of Toledo Alumni Office and stay in contact with our college. As you change jobs, get married, have children and move up your professional career.

Congratulations and best wishes to you and your families.

Greeting Notice for Commencement Program

For those wishing to include a greeting in the program for their graduate or graduates who wish to include a greeting to their family or friends, please see below.

The University of Toledo Engineer's Council (UTEC) would like to help you commemorate this occasion by offering you the chance to have a greeting from you added to the commencement program. This greeting can be to your graduate, your parents, your friends or your spouse. We will also add a photo along with the message from you if you wish.

Please email the photo you wish to be published in the program along with the greeting and name of the graduate to: sandra.stewart@utoledo.edu **Before October 24, 2016**

Then write your check or money order for \$25 per ad to UT Foundation-UTEC and mail it in by **October 30, 2016** to:

The University of Toledo – College of Engineering
Attn: Sandy Stewart
2801 W. Bancroft Street, MS #310
Toledo, OH 43606-3390

See you in December!

Sincerely,
The University of Toledo Engineer's Council

EXAMPLES



Andrew Martin – BSMCHT

You thought this day would never come. But here we are elated. Your future is bright, employment in sight. We couldn't be any prouder!

Love – Mom, Dad & Katie



Alex Mallory, Jr. – BSCSET

To My Family: I just wanted to say thank you for all of the support. You have been there with me through everything. I know I couldn't have accomplished any of what I have without the encouragement, love, and support you have given me over the years.

I love you all so much. Thanks for everything.

Alex