



UNIVERSITY OF  
NOTRE DAME

Mendoza College of Business

**Class of 2019  
Commencement Weekend Information  
Friday, May 17, through Sunday, May 19, 2019**

**IMPORTANT: Notre Dame, Indiana, observes Eastern Daylight Time.**

## **MAIN EVENTS**

### **Graduate Business Rosary**

**1:00 p.m., Friday, May 17**

**Grotto of Our Lady of Lourdes**

This Rosary prayer service is for graduate business students and their guests. (Cancelled if inclement weather.)

### **Graduate Business Mass**

**2:00 p.m., Friday, May 17**

**Basilica of the Sacred Heart**

This Mass is for graduate business students and their guests.

### **Mendoza College of Business Graduate Business Commencement Ceremony**

**10:00 a.m., Saturday, May 18**

**Purcell Pavilion at the Joyce Center**

This is a combined ceremony during which degrees will be conferred on Executive MBA, Master of Nonprofit Administration, Master of Science in Accountancy, Master of Science in Business Analytics, Master of Science in Finance, Master of Science in Management, and traditional MBA students. You may invite as many guests as you wish to this non-ticketed event.

### **Mendoza College of Business Graduate Business Commencement Luncheon**

**12:30 p.m., Saturday, May 18**

**Century Center, downtown South Bend**

This is a combined luncheon for all graduating graduate business students and their guests. Ticket prices and purchasing details will be sent after spring break by each program's student leaders and/or program administration. You may purchase as many tickets as you wish to this event.

### **University Commencement Mass**

**5:00 p.m., Saturday, May 18**

**Purcell Pavilion at the Joyce Center**

This University-wide Mass is open to all students. You may invite as many guests as you wish to this non-ticketed event.

### **University Commencement Ceremony**

**10:00 a.m., Sunday, May 19**

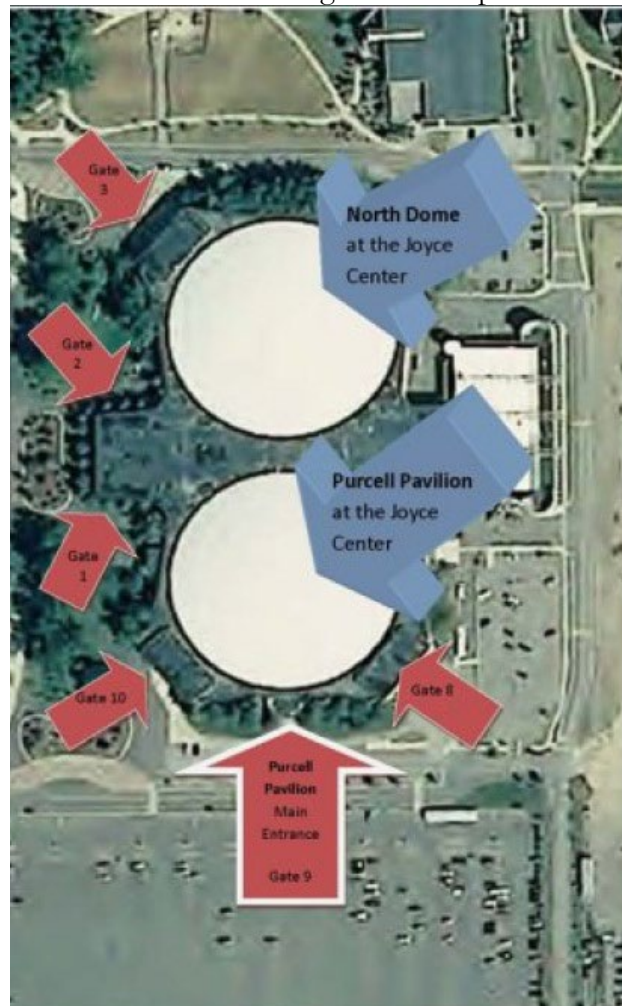
**Notre Dame Stadium**

You may invite as many guests as you wish to this University-wide ceremony; however, each guest must have a ticket as requested from the Office of the Registrar (See "University Commencement Tickets" details below).

## DETAILS

### Mendoza College of Business Graduate Business Commencement Ceremony

- **Place and Time:** Purcell Pavilion at the Joyce Center; Saturday, May 18; beginning at 10:00 a.m. The ceremony will last approximately two hours. Gates open for guests at 8:30 a.m.
- **Parking:** Parking is available in lots south of Purcell Pavilion and Notre Dame Stadium. Handicap accessible parking is available in front of Purcell Pavilion.
- **Graduates Entry:** Graduates enter at Gate 1 no later than 9:15 a.m. and proceed to the Concourse on Level 2 for check-in and line-up; please follow the directional signs. **Note: If you are not checked in by 9:15 a.m., you will not be allowed to participate in the ceremony.** Arrive gowned, as only graduates will be allowed access to the Concourse. Leave coats, purses, umbrellas, etc. in your car or with family members, since you will not be allowed to carry them during the Academic Procession, the Concourse will not be secured during the ceremony, and you will not be returning to the Concourse after the ceremony.
- **Guests Entry:** Guests enter at Purcell Pavilion main entrance (Gate 9). Tickets are not required. Ushers will be available to direct guests with special needs to appropriate seating.



- **Line-up Procedure for Academic Procession:**

1. Via Gate 1, graduates arrive **no later than 9:15 a.m.** at Concourse on Level 2.
2. Check-in at your program table. There will be signs directing you.
3. Follow directions of staff during the line-up process.
4. **VERY IMPORTANT:** If you are not in your designated spot at the final line-up check (approximately 9:30 a.m.), you **will not** be allowed to participate in the ceremony. Your diploma will be pulled and it will be shipped to you at a later date.
5. At approximately 9:45 a.m., Mendoza College of Business graduates will begin the Academic Procession into the Purcell Pavilion.
6. Graduates must be in academic attire to process. Dual degree students must wear their MBA gown and regalia, not bachelor or doctor gowns and regalia.

### University Commencement Mass

- The University Commencement Mass will take place on Saturday, May 18, at 5:00 p.m. in Purcell Pavilion at the Joyce Center. Gates will open at 3:35 p.m. Parking will be available in lots south of Purcell Pavilion and Notre Dame Stadium. Guests should enter through the Purcell Pavilion main entrance. Graduates should enter at Gate 8 by 4:20 p.m. and proceed to the second floor gymnasium for lineup. The procession will begin at 4:35 p.m. Tickets are not required. Graduates must be in academic attire to process.

### University Commencement Ceremony

- The University-wide Commencement Ceremony will take place on Sunday, May 19, at 10:00 a.m. in Notre Dame Stadium. Parking will be available in lots south of the Purcell Pavilion and Notre Dame Stadium. Each guest must have a ticket, but seating is not assigned. Tickets should be requested from the Office of the Registrar (see “University Commencement Tickets” details below). Ushers will assist guests with special needs, and will direct seating for all guests to assure the best viewing opportunities.
- Graduates should assemble at the Hesburgh Library by 8:45 a.m. and must be in academic attire to process. In the event of severe weather, the severe weather plan will be implemented (<http://commencement.nd.edu/commencement-weekend/severe-weather-plan/>).

### University Commencement Tickets

- Complete your Graduation Application by **Thursday, March 21**. The “Graduation Application” is available on InsideND. Specifically, if you are planning to attend the University Commencement Ceremony on Sunday, May 19, you must order your guest tickets by **Thursday, March 21** ([http://commencement.nd.edu/student-information/action-items/may-degree-candidates-information/#guest\\_tickets](http://commencement.nd.edu/student-information/action-items/may-degree-candidates-information/#guest_tickets)).

### Graduation Fair & Academic Attire

- The Graduation Fair is scheduled for **Tuesday, March 19, 9:00 a.m. – 7:00 p.m.**, at the Hammes Notre Dame Bookstore. Please be sure to attend the Graduation Fair to purchase your academic attire. As noted above, academic attire is required for you to participate in the Mendoza College of Business Graduate Business Commencement Ceremony, the University Commencement Mass, and the main University Commencement Ceremony. If you are unable to attend the Graduation Fair, please check <https://commencement.nd.edu/>.

- Graduate business academic attire must be worn to participate in the Mendoza College of Business Graduate Business Commencement Ceremony, the University Commencement Mass, and the University Commencement Ceremony. Dual degree students must wear their graduate business gown and regalia at the Mendoza College of Business Graduate Business Commencement Ceremony – **you will not be allowed to participate in Bachelor or Doctor gowns and regalia.**
- Your academic attire consists of gown (with extended material on sleeves), cap, tassel (drab in color), master's hood (drab in color), and any applicable honor/military cords. Your tassel should be worn on the right side and shifted to the left after your degree has been conferred to your class by the dean.

St. Michael's Laundry on campus provides steaming services to remove wrinkles from your gown (do not iron your gown, as it may melt). Undergraduate and master's gowns are made from 100% recycled material. You are welcome to keep your gown and the rest of your academic attire, or simply place the gown in one of the gown recycling boxes located throughout campus once you have finished participating in the weekend's ceremonies. What if you want to take it home for photos but still want it recycled? Send it back to the Bookstore. For every recycled gown that is returned to campus, the University will receive a \$.25 donation to a sustainable student group on campus. The returned gowns will be returned to the Balfour Company and recycled again into many products, including carpet.



### Diplomas & Name Changes

- You must verify your degree, your name, and your hometown as they should appear in the Commencement Program and your name as it will appear on your diploma. If you need to change your graduation information, the request must be received by the Office of the Registrar, 300 Grace Hall, no later than **Thursday, March 21**, or a \$65.00 diploma reorder fee will be assessed. If there is no hometown listed, the Registrar's office will use the city, state, and nation of your current home address. [http://commencement.nd.edu/student-information/action-items/may-degree-candidates-information/#diploma\\_changes](http://commencement.nd.edu/student-information/action-items/may-degree-candidates-information/#diploma_changes)

## Honors Designation

- Honors are determined as follows:

<u>Cumulative GPA</u>	<u>Designation</u>
4.0	<i>Summa Cum Laude</i>
3.8 – 3.99	<i>Magna Cum Laude</i>
3.60 – 3.79	<i>Cum Laude</i>

Note: there is no rounding of the GPA in determining honors designations.

Because of the short lead time between when final grades are due and graduation, final honors designations may not be printed in the program at the Mendoza College of Business Graduate Commencement Ceremony. Correct honors will, however, be announced when your name is called to receive your diploma.

- The University produces an unofficial commencement program for graduation day. Honors designations are printed in this program using the standings at the end of the fall semester. After graduation, the University reprints an official copy of this program to make any necessary additions and corrections to these designations. If you are affected by these changes, you will receive a copy of the final program in the mail or you may contact Amy Jennings in the Office of the Registrar at (574) 631-5183 to request one.

## Graduation Photos

- GradImages will be taking individual photos at the Mendoza College of Business Graduate Business Commencement Ceremony. To pre-register, visit <http://www.gradimages.com/>, and click on Pre-Registration.

## Helpful Links

Action items: <http://commencement.nd.edu/student-information/action-items/may-degree-candidates-information/>

Join the Registrar's Commencement Facebook at:  
<https://www.facebook.com/NDCommencement>

This is the main Commencement website link for the University: <http://commencement.nd.edu/>

The following link is an interactive map of all University events during Commencement weekend:  
<http://commencement.nd.edu/events/>

The following "FAQ" link has helpful information about parking and campus access for your guests with mobility issues:

<http://commencement.nd.edu/student-information/faq/>

Both the Mendoza College of Business Graduate Business Commencement Ceremony and the University Commencement Ceremony will be streamed live on the web. For viewing information, see these links: <http://commencement.nd.edu/commencement-weekend/live-webcast/>