



School of Health Professions

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## **2017 SHP Convocation Ceremony**

### Event Details

<b>Convocation Date</b>	Wednesday, May 17, 2017
<b>Time</b>	The ceremony begins promptly at 10:00 a.m. <b>Students must arrive by 8:30 a.m. in order to line-up for the procession.</b> The ceremony will end at approximately 12:00 p.m.
<b>Location</b>	New Jersey Performing Arts Center (NJ PAC): 1 Center Street, Newark, NJ 07102 - Prudential Hall.
<b>Parking</b>	Limited parking, at your own expense is available in Military Park Garage, opposite the main entrance of NJ PAC, and at other nearby facilities. You are strongly encouraged to carpool. Parking and shuttle service is being provided from the Health Sciences-Newark campus. Please check <a href="http://shp.rutgers.edu/convocation">shp.rutgers.edu/convocation</a> for more information.
<b>Convocation RSVP</b>	The deadline to RSVP was on April 22, 2017 to confirm your attendance. If you did not RSVP, please email <a href="mailto:enrollmentservices@shp.rutgers.edu">enrollmentservices@shp.rutgers.edu</a> . <b><u>Late RSVPs are not guaranteed guest tickets or academic regalia.</u></b>
<b>Announcements</b>	Each student should have received announcements by mail for University Commencement & SHP Convocation. <b><u>They are NOT and will NOT substitute for tickets needed for your guests to enter the SHP Convocation ceremony.</u></b>
<b>Tickets &amp; Name Reader Cards</b>	Each graduate is eligible to receive up to <b><u>four guest tickets if they RSVP'd by the deadline.</u></b> The tickets will be distributed during the first week of May on the graduates' home campus. If you will not use all of your tickets, PLEASE return extras to the Office of Enrollment Management or your program director by <b>May 12, 2017</b> . We will redistribute extra tickets to those in need. Name reader cards are also included with graduates' guest tickets and graduates are strongly advised to <b><u>NOT</u></b> misplace their name reader card. Graduates that misplace their name reader card will not be guaranteed to have their name read or have any award distinctions announced when walking across stage.

## Requesting Extra Tickets

All extra tickets requested made upon the RSVP deadline were accommodated. Any additional tickets that are available will be announced during a roll call closer to the day of the ceremony. Please check your email for further announcements.

**\*\*Due to fire code regulations, all guests will require a ticket, including infants and small children\*\***

## Guest Seating and General Information

Seating is available according to ticket designation. Guests must arrive together to be seated together. ***Guests will not be permitted to reserve seats.***

The rotunda and the lobby will open at 9:00 a.m. Guests should expect to be seated between 9:15 a.m. and 9:45 a.m. Each guest will receive a ceremony program as he/she arrives.

## Special Needs

Guests who request special accommodations will be seated in designated areas, based upon his/her ticket designation. ***Special Needs Service requests were needed by the RSVP deadline.*** A maximum of one guest may accompany a guest with special needs. If you did not received designated ADA tickets, please contact us at [enrollmentservices@shp.rutgers.edu](mailto:enrollmentservices@shp.rutgers.edu).

## Academic Regalia

Academic regalia is required for all graduates who plan to participate in the SHP Convocation and/or the University Commencement! **The regalia ordering deadline has passed.**

If you did not order your regalia by the deadline, we cannot guarantee that we will have extra gowns at the ceremony.

## Diploma Distribution

Your diploma and or certificate will not be distributed at Convocation. May 2017 diplomas will be available at the Office of Enrollment Management on June 1<sup>st</sup>, 2017. Joint diplomas are expected to be available after July 1<sup>st</sup>. Some joint program graduates will receive their diploma from their affiliate institution.

You will receive a diploma only if you have fulfilled all of your academic and financial obligations to the university. If you have any incomplete or failing grades, or remaining course requirements, you will be allowed to attend the ceremonies with the exception of PhD and DCN candidates.

PhD candidates for May 2017 graduation must successfully defend their dissertation by no later than April 17, 2017 to be eligible to participate in Convocation. PhD and DCN October 2017 graduates are not eligible to attend Convocation until May 2018.