Dear Master’s Degree or Teacher Credential Student,

This letter is being sent to students who may be graduating in May, 2012. Some students may receive it who are not graduating. If you are one of those students, please contact the Registrar’s Office at 415-257-1392 and tell the staff person that you are not graduating at this time.

The Commencement ceremony for graduate students receiving master’s degrees and for students earning a teaching credential will be held on Friday, May 11, at 6:00PM in the Conlan Recreation Center on the Dominican University of California campus. Students will assemble around Angelico Hall for the procession to Conlan; the procession starts at 5:40PM, and students should be there around 5:00PM. Students earning the master’s degree should gather in the plaza in front of Angelico. Credential students should gather across Acacia Avenue from Angelico Hall. See the paragraph below for information about the procession. The ceremony should last about ninety minutes and will be followed by a light reception featuring cookies and punch outside the Conlan Center.

There is no rehearsal for the graduate/credential Commencement.

All future information about Commencement will be sent to your Dominican student email account. If you have arranged for your Dominican email account to forward messages to a private account, those messages will be sent to you. If you have never accessed your Dominican email account, please visit the information technology page on the Dominican website so that you can set up your student account. You may do that in the Information Technology office in the library.

Please refer your family and friends to the following site where they may obtain current information about the graduate Commencement. Be sure to remind them that yours is the graduate and credential student ceremony, not the undergraduate ceremony on Saturday morning: http://www.dominican.edu/about/current/commencement.html. Please tell your guests that they will be sitting on bleachers. The first row of the bleachers is reserved for persons accompanying guests in wheelchairs and for persons who cannot climb the bleachers. You might advise your guests to bring cushions on which to sit. It is likely to be very warm or even hot in the Conlan Center.
GRADUATE AND CREDENTIAL STUDENTS WILL PROCESS from the area around Angelico Hall to the Conlan Recreation Center. The procession will begin around 5:40PM. If a student is unable to walk, he or she may meet the procession outside Conlan. Master Degree students will process by departments within the school in which they are enrolled. Your school is one of these four: Arts, Humanities, and Social Sciences, Business and Leadership, Education and Counseling Psychology, and Health and Natural Sciences. All students in the teacher credential program are in the School of Education and Counseling Psychology. The credential students process as a group from a place across Acacia Avenue from Angelico Hall. Students do not sit in alphabetical order, but they do process and sit with students in the same academic program. Every student MUST pick up a name card at a table outside Caleruega Hall before moving to the procession line. Name cards will be available at 4:45PM. As the student is about to walk across the Conlan stage to be to receive a diploma cover, the student will hand this card to the dean of the school from which the student is graduating. The dean reads the name as it is printed on the card. If you have a name that you think the dean could have difficulty pronouncing, please spell it phonetically on the card as soon as you receive it.

Some departmental HONORS may be mentioned at Commencement; however, for the most part, honors are not mentioned at a graduate/credential commencement ceremony because it is expected that at that level all students are worthy of honors.

MASTER’S DEGREE STUDENTS ARE HOODED DURING THE CEREMONY
Students receiving a master’s degree are “hooded” just before walking across the Conlan stage to receive a diploma cover. A “hood” comes with the academic regalia that students must purchase in the bookstore. The academic regalia package, which should cost around eighty dollars, will include a black robe, a headpiece (mortarboard), and the hood, a black garment with a colorful trim. When approaching the Vice President or the Associate Vice President for Academic Affairs on the stage, the student hands the hood to that person who will then place it over the student’s head. The hood is carried, not worn, into Conlan. It is worn only after the hooding takes place. After receiving the hood, the student walks a few more steps and receives the diploma cover from the President of Dominican University. If you are graduating from the School of Arts and Sciences, the trim color on your hood should be white. There are a couple of exceptions: Nursing is apricot and Science and Occupational Therapy trim is gold. Counseling Psychology should be white. If you are graduating with a master’s degree from the School of Education, the trim on your hood is light blue. If you are graduating from the School of Business and Leadership, including MBAs, the trim color on your hood is drab.

TEACHER CREDENTIAL STUDENTS wear academic regalia to the ceremony, but are not hooded. They should mention to the bookstore staff that they are graduating from the credential program and do not wish to purchase a hood. Credential students will pay about forty dollars for academic regalia.

ACADEMIC RAGALIA may be purchased in the Dominican bookstore beginning on Thursday, March 15, between 10:00AM and 5:00PM and on Saturday, March 17 between 10:00AM and 2:00PM. After those dates, regalia may be purchased during regular
bookstore hours. A representative of the Herff Jones Company will be present on those two days to sell graduation announcements, class rings, and diploma frames for students wishing to purchase those items. For more information about the graduation fair in the bookstore on March 15 and 17, go to this link: http://www.herffjones.com/college/Dominican.

COMMENCEMENT TRIBUTE
The Commencement Tribute is a way to give thanks to friends, parents, family members, significant others, classmates, teachers or other persons important in your life. Perhaps you want to direct the tribute to someone who has inspired you and made you go “the extra mile.” Your tribute will appear in the 2012 Commencement graduate and credential program and will support student scholarships. For more information, see the flyer accompanying this letter. Your cost for printing the Commencement Tribute is $20.12.

FINANCIAL MATTERS must be resolved with the Business Office, Room 103 Bertrand Hall, by Friday, April 27. Students with outstanding balances may not participate in the Commencement ceremony.

PARKING around campus will be difficult on the evening of Commencement. All parking spaces fill up quickly. Graduating students should advise their guests about the Conlan Center lot across Grand Avenue from the main academic campus core. Parking on Acacia and other campus streets will be reserved for trustees and guests being honored during the graduation ceremony. Parking will be available behind Caleruega and behind the residence halls. There are some handicapped parking spaces in the Conlan lot and on campus that are reserved for persons with handicaps who have the blue Department of Motor Vehicles placard. Cars parked in those spaces MUST have the official placard or they will be towed. DO NOT PARK ON PALM OR OLIVE AVENUES. CARS PARKED ON THOSE STREETS OR IN A HANDICAPED SPACE WITHOUT AN APPROPRIATE PLACARD WILL BE TOWED. THE CURRENT CHARGE FOR HAVING A TOWED CAR RELEASED IS $360.

RESERVE HOTEL ACCOMMODATIONS NOW. There are several events scheduled for the area the weekend of graduation, so booking now for hotel rooms is wise. Some of the hotels that may be giving special rates to Commencement guests are the Best Western Corte Madera Inn, the Aqua Hotel, Embassy Suites, and Four Points by Sheraton. Have your guests identify themselves as Dominican Commencement guests and tell them to ask for special rates when making a reservation.

DIPLOMAS FOR MASTERS DEGREE STUDENTS WILL BE MAILED IN LATE SEPTEMBER. Please notify the Office of the Registrar of the address where your diploma should be mailed.

There will be a COMMENCEMENT MASS for students on Friday, May 11, at 3:00PM in Saint Raphael’s Church in downtown San Rafael. You and your guests, Catholic and non-Catholic, are invited to attend this Mass. The Mass should end around 4:15PM.
WILL YOU OR ANY HEARING IMPAIRED GUESTS REQUIRE A SIGNER?  
An agency which provides Dominican with signers who have skills in the American Sign Language has asked if anyone requires their services. Because of high demand around Commencement time, they don’t want to send a signer if one isn’t needed. Please call me at 415-485-3282 by April 27 if a signer is needed.

CONGRATULATIONS on being so close to receiving your master’s degree or teaching credential. You have worked hard and Commencement should be a special time for you. Please do not get so stressed about graduation that you don’t enjoy it. Please don’t worry over minor details. Breathe deeply!

I send you good thoughts as you prepare for your graduation.

Sincerely,

John Kennedy  
Vice President for Student Life