

# EVERYTHING YOU NEED TO KNOW ABOUT GRADUATION

Saturday, May 16, 2009

**Robe pick-up:** students must pick up their robes on Friday, May 15 from noon - 6:00 pm in room #412, 4<sup>th</sup> floor of the College of Law. Faculty and platform party pick up their robes on Saturday morning in the Gottesfeld Room, 4<sup>th</sup> floor, at the Ritchie Center.

## **Hotel for out of town guests:**

TownePlace Suites Marriott at I-25 and Hampden (with lightrail stop). Call 303 759 9393.

Loews Hotel at Mississippi and Colorado Blvd. Call 303 782 9300  
Please be sure and ask for the DU Rate at both hotels.

**Location:** Magness Arena at the Ritchie Center, 2201 E. Asbury Ave.

South doors will be unlocked for graduates by 8:30 am., NO EARLIER. All other doors will open at 9 a.m. for guests - - No admission tickets required! Graduates should report directly to the Hamilton Gym, lower level. (If you arrive later than 9:30, you may not be able to walk in the procession.) Faculty and platform party guests should report to the Gottesfeld Room, 4<sup>th</sup> floor of the Ritchie Center.

**GRADUATES!** DO NOT BRING VALUABLES WITH YOU TO THE GYM/CEREMONY THERE IS NO SECURE LOCATION FOR PURSES, KEYS, COATS, ETC.! Footwear should be comfortable, as graduates have to stand in line for some time before the procession begins. Wearing heels is dangerous on the Arena floor—the wood used to cover the ice is worn and heels can get caught in small gaps between the pieces.

**Parking:** Parking is available for free at many of the lots on the DU campus. The closest are located:

- L- garage at the College of Law
- Lot 103 - southeast corner of High Street and S. Buchtel Blvd.
- Lot 108 - northeast corner of University Blvd. and Josephine (east of University)
- Lot W - SW corner of University and Jewell

**ADA Parking:** Parking for people with ADA plaques is available in every lot on campus. On Graduation day, most of the circular lot, just north of the Ritchie Center will be for guests with ADA plaques. Parking personnel will be stationed there, and only those with the plaque will be allowed in, unless prior arrangements have been made. Additional ADA parking is at Jewell and University.

**Length of ceremony:** approximately two hours

**Special Seating:** Hearing impaired, mobility impaired, and guests in wheelchairs may sit anywhere within the bowl of arena seating. There are wheelchair cutouts throughout the arena. Ushers on hand will do everything they can to accommodate all of our guests' needs. There will be a special section for hearing impaired guests with a good view of our sign language interpreters. Wheelchair and mobility impaired guests will find it easiest to enter the building on the north side of the Ritchie Center. There is an entrance on the lower level, with elevators just inside.

**The tassel:** it goes on the left and stays on the left.

**Hooding:** A fairly new tradition at the Sturm College of Law, hoods were originally a functional garment, worn to shield scholars and clerics from the elements. Now a classic accessory used in various ceremonies, the hood's colors symbolize degree (purple for law) and educational institution (crimson and gold for DU). Graduates march into the ceremony with their hoods draped on their left arms (colors out, string to the outside) and are *hooded* during the ceremony, as a rite of passage.

**Reception:** The reception begins immediately after the ceremony at the College of Law. It lasts about an hour. The menu is light cold canape's and punch (some with champagne). There will be two outdoor stations (weather permitting) and one indoor location (Forum).

**Construction on southwest side of Ritchie Center:** When the ceremony ends, most graduates and guests exit the Ritchie Center on the south side of the building, en route the reception at the Sturm College of Law. The construction area is just outside those doors. All of those using that exit will be asked to continue moving south toward the law building to avoid an unsafe gathering of people in one small area. Graduates should make arrangements to meet up with their guests on the law school grounds, and not in any area just south of the Ritchie Center.

**Professional Photographer:** Grad Trak (800-247-3435) will be taking photos of every graduate as they receive their diplomas and shake hands with the Chancellor, and one additional shot just before graduates return to their seats. They will contact graduates by mail with proofs. Wayne Armstrong from DU's University Communications will also be taking photos.

**Family members/friends taking photos:** There will be reserved seating in various spots in Magness Arena for your guests to use to take their photos. Please let your

photo-taking friends know that we are extremely interested in sharing their digital shots of this special day on our web page after graduation. Send digital photos attached to e-mails to [wrust@law.du.edu](mailto:wrust@law.du.edu)

**Staff Marshals:** Graduates! These people will be directing you to your seats at the start of the procession. PLEASE, PLEASE pay close attention to what your Marshal tells you to do. Failure to follow their direction could create a noticeable mistake in this formal ceremony.

**Robe Return:** Robes should be returned to room #412 at the College of Law following the ceremony, and before 1:00pm. (Faculty and platform party return their robes to the Gottesfeld Room OR room #412 in the law building.

**Other Questions?** Please call the Events Department at 303.871.6139.