Commencement Preparation
Tulane Parent Programs Webinar
7 pm Central, March 6, 2019
PANELISTS

• **Aryanna Gamble**, Communications and Marketing
• **Valerie Robinson**, Events Consultant
• **Katherine Simon**, Campus Services
• **Penny Wyatt**, Parent Programs, Student Affairs
TOPIC OUTLINE

1. Commencement Overview
2. Grad Fest - preparation program for students (slides 5-12)
3. Lodging and rental car resources (slide 13)
4. Commencement weekend events* (slides 14 – 34; Superdome wheelchair assistance information - slides 26-27)
5. Wrapping up on campus (slides 36 – 37)
6. Tulane Alumni Association resources for new graduates (slides 40-41)
7. Q & A

*This webinar will focus on the undergraduate school graduation ceremonies and the University Commencement ceremony. You can find comprehensive information, including details about graduate and professional school graduation events at commencement.tulane.edu.
COMMENCEMENT OVERVIEW

Commencement weekend is an opportunity to celebrate your student’s remarkable achievements at Tulane and there are a number commencement-related activities to take note of as we countdown to commencement.

- **Grad Fest**: for students to order regalia and get info
- **Wave Goodbye**: outdoor celebration for students and parents
- **University Commencement**: main ceremony for all students & guests
- **School Ceremonies**: where students walk across the stage
Wednesday-Thursday, March 13 & 14, 2019
11 am-6 pm, Qatar Ballroom, 2nd floor LBC

Grad Fest is your student’s one-stop-shop for graduation preparation!
What can students do at Grad Fest?

- Purchase cap and gown.
- Order Tulane Ring.
- Purchase diploma frame.
- Order personalized announcements.
- Take a free cap and gown portrait proof with a professional photographer. This is the only opportunity!
- Visit Alumni Relations and learn about the Alumni Association!
- Participate in the Graduating Student Survey & make a donation to Seniors for the Tulane Fund!
GRAD FEST

Cap and Gown

BACHELOR

• Cap, Gown, Tassel $64.98
• Mortar Board Cap $15.98
• Tassel Only $ 9.09

Students will buy and take home the cap, gown and tassel at Grad Fest. To avoid wrinkles or missing tassels, have your student hang up their gown & identify all pieces the Thursday before Commencement! Tulane regalia is required to participate in Commencement. Students may contact the bookstore or their college for any questions about regalia.
GRAD FEST

The Tulane Ring

Grad Fest is the deadline to order a Tulane Ring in time for delivery before graduation.

- Multiple styles and metals to choose from
- Prices start at $410

To view styles or order online, visit ring.tulane.edu

The Tulane Ring makes a great graduation present! You can order online or over the phone if you want to make it a surprise.
Several styles of diploma frames are available. Prices range from $160-$255 depending on the frame and mat chosen. At Grad Fest students can purchase the frames, or order and have them shipped. Representatives from both Church Hill Classics & Framing Success will be at Grad Fest to assist students.

Visit the [website](#) to view and order frames online.
Personalized Announcements

We recommend students order their announcements at Grad Fest with a Balfour Representative to ensure their personalized announcements contain all of the correct information regarding their school, major, concentration, ceremony date and time, etc.

Announcement pricing is available on the website.
GRAD FEST

Cap and Gown Portrait

*Candid Campus Photography* will take cap and gown proofs at Grad Fest. They provide:
- cap and gown as well as standard stoles or tassels.
- shirts and ties for any men who may not bring their own.

**Recommendations:**
- Students should arrive properly groomed and dressed for a portrait session.
- It’s best if students do not wear turtlenecks, hoodies, or any shirt with a large neck as it will prevent the gown from fitting properly.

**After the event:**
- Within 7-10 business days, students will receive an email with a link to view their proofs online and a form to submit orders and payments for prints through mail or by fax.
GRAD FEST

What if your student can’t attend Grad Fest?

• Caps and gowns can be purchased at the Uptown Bookstore in the LBC. Your student can visit the Bookstore in person or call the Bookstore at 504-865-5913. A $30 late fee will charged for all orders placed after Friday, April 13. Please order early to avoid the fee!

• Photo retakes are on Thursday, April 16, 2019 from 10 am – 1 pm in the Qatar Ballroom, 212 LBC.

• Announcements can be ordered online at Balfour.com or over the phone at 1-877-BALFOUR(225-3687).

• The Tulane Ring can be ordered online or over the phone. Visit ring.tulane.edu for more information.

Visit gradfest.tulane.edu for detailed information
Tulane has relationships with many hotels and beds & breakfast in town as well as discounted rates with Enterprise. Visit the links below for more information or to make your reservations.

- Hotels and B&Bs
- Rental Cars

*There are many conferences and conventions in New Orleans during Commencement weekend. Please plan to book your lodging as soon as possible.

If you experience any issues, feel free to contact Campus Services at 504-865-5441.
COMMENCEMENT WEEKEND EVENTS

- Friday, May 17, 2019
  - Navy ROTC Commissioning Ceremony
    - Exact time TBA (8 or 9 am), Navy ROTC Building, Freret Street
    - Graduating seniors will be given invitations to offer family and friends.
  - A.B. Freeman School of Business Undergraduate Diploma Ceremony:
    - 10 a.m. -12 p.m., Fogelman Arena at Devlin Fieldhouse (details on following slides)
  - Army ROTC Commissioning Ceremony
    - 10 a.m, Freeman Auditorium, Woldenberg Art Center, Tulane Uptown Campus
    - Graduating seniors can request invitations from Army ROTC department to offer family and friends. For questions, call Anita McLendon at (504) 865-5594.
COMMENCEMENT WEEKEND EVENTS

• Friday, May 17, 2019 (continued)
  • Newcomb-Tulane College Senior Awards Ceremony
    ▪ By invitation only – extended in late April.
    ▪ 4:00 PM - 5:45 pm, McAlister Auditorium
  • Wave Goodbye Party
    6:00 PM – 8:00 PM, Academic Quad between Gibson Hall & Freret Street

• Saturday, May 18, 2019
  • University Commencement Ceremony
    9:00 am to 11:00 am, Mercedes-Benz Superdome
  • Architecture, Liberal Arts, Professional Advancement, Public Health, Science and Engineering individual undergraduate school graduation ceremonies

• Sunday, May 19, 2019
  • Residence Halls Close at 12 pm
WAVE GOODBYE PARTY

• Mix and mingle with your students’ friends and their families in a casual, festival-like atmosphere.
• The event is outdoors on the Academic Quad between Gibson Hall and Freret Street.
• Enjoy live music and samplings of classic New Orleans dishes.
• A cash bar will be available (wine & beer only).
WAVE GOODBYE PARTY

• Wear casual clothes and comfortable shoes.
• Each student gets 7 e-tickets which the students will be able to download through Gibson in the weeks before the event. They can give unused tickets to a friend.
• Tickets must be printed out from their confirmation email IN ADVANCE and shown at entrance.
• Please note, Wave Goodbye is an outdoor, casual event that occurs rain or shine. In the event of severe weather, Wave Goodbye may be canceled and would not be rescheduled.
WAVE GOODBYE PARTY

Make sure your student stops by the Tulane Alumni Association station at Cudd Hall between 6 – 8 pm to

• Pick up their free gift, a limited edition poster of a specially commissioned artwork by a local New Orleans artist to celebrate the class of 2019.

• Get a photo with Tulane backdrops by professional photographers for free digital downloads.

• Meet Alumni Relations staff to learn about Tulane Clubs around the country and Alumni Career Services.
PARKING ON CAMPUS

• On campus parking will be available on Thursday and Friday before commencement as well as on the weekend. No special permit will be required in cars.

• As always we just ask that families respect our “reserved all hours” parking spaces and avoid those as well as staying clear of fire lanes and “no parking” areas.
UNIVERSITY COMMENCEMENT CEREMONY

- 9 am – 11 am, Saturday, May 18, 2019, Mercedes-Benz Superdome
- Students must be in place by 8 am to line up with their school.
- The doors open at 7:30 am for guest seating. Live music starts at 8:30 am. The academic procession starts at 9 am. The ceremony begins at 9:30 am.

Our commencement is a truly special ceremony filled with distinctive Tulane and New Orleans touches. It’s a dignified, yet festive and definitely memorable event.
UNIVERSITY COMMENCEMENT SPEAKER

Our 2019 keynote speaker will be Apple CEO Tim Cook.
UNIVERSITY COMMENCEMENT CEREMONY

Tips for navigating through the day

• Be aware that students must wear the official Tulane regalia, including the tassel, to walk in the ceremony.

• Remind your student to take the robe out of its packaging a few days before commencement and hang it so the wrinkles fall out. Do not iron it!

• Leave early enough to get students to the Superdome. They need to be in place by 8 am. Eat breakfast at home or at your hotel. Suggestion: have your student stay with you in your hotel the night before so you can all go together to the Superdome.

• Free shuttle service will run from the Tulane uptown campus to the Mercedes-Benz Superdome on Saturday, May 19 starting at 7 am. More detailed shuttle information and schedule will be posted on commencement.tulane.edu in the weeks before commencement. You might want to come to campus and take the shuttle.
UNIVERSITY COMMENCEMENT CEREMONY

Tips for navigating through the day

• Doors open at 7:30. Try to get there before 8:30, because it starts getting very crowded and the best seats fill up first.

• Wear comfortable shoes. The Superdome is large and you may walk a good bit from the parking lot and entrance to your seat.

• Parking is usually around $15 at the Superdome—cash only!!

• Parents are not allowed on the Superdome floor.

• Consult the website (commencement.tulane.edu) before the ceremony for details on which gates parents and students use for entrance.

• The bookstore will also have Tulane-branded items for sale in the Superdome at the University Commencement Ceremony.
ADDITIONAL ADVICE

• For students receiving degrees from more than one academic school (ex. business and liberal arts): Usually students will choose to attend one ceremony or the other--typically with the friends they want to hang out with on commencement day. They usually use that choice for their tassel. However, they may buy both if they’d like.

• This year at Grad Fest, we will be handing out copies of the commencement weekend schedule, so students will be able to see as they purchase their regalia what events they are able to attend.

• Pictures are taken at individual school ceremonies when students walk across the stage and receive their “diplomas”.
GUESTS NEEDING/USING WHEELCHAIRS:

• Handicapped seating is available for guests who need assistance. The handicapped seating areas do fill up very quickly, and they are limited to certain areas of the Superdome. If you have a group of 10 people, only the guest who needs assistance and one companion is able to sit in that area—the other guests would have to find seats in the general seating.

• For guests who need assistance but are not wheelchair-bound, wheelchairs will be available to bring guests to the seating area. Wheelchairs will not be available to stay with guests in the seating area. If you would like to keep one with you during the ceremony, you can bring your own. (See next slide for rental resources.)

• Volunteers will be waiting at GATE A with wheelchairs for those who need them.

• Seating is available for one additional guest in a folding chair next to the disabled or mobile-impaired guest. There are also two rows in front of the seating section reserved for guests who are mobile, but can't walk all the way up and down the stadium seating. The earlier guests arrive, the more likely they will be able to all sit in the same section as the disabled person.

• Those who use wheelchairs should establish before the ceremony where to meet up with family after the ceremony has concluded.
RECOMMENDATIONS FOR WHEELCHAIR RENTALS:

**Mr. Wheelchair**
1201 Jefferson Hwy, New Orleans, LA 70121, (504) 834-2810
Distance from Tulane Uptown Campus: 2.6 miles
Hours: Monday – Friday 9 – 5.

Make a reservation as early as possible – even beginning in March.

**Total Health Solutions**
3211 N Causeway Blvd, Ste. E, Metairie, LA 70002, (504) 834-8114
Distance from Tulane Uptown Campus: 6.3 miles

Items must be picked up/delivered before Saturday, May 18 since their office is closed on Saturday.
UNDERGRADUATE SCHOOL CEREMONIES
IN CHRONOLOGICAL ORDER

• A.B. Freeman School of Business Undergraduate Diploma Ceremony: Friday, May 17, 2019,
  10 a.m. -12 p.m., Fogelman Arena at Devlin Fieldhouse (corner of McAlister Place and Freret
  Street). Doors open for guests at 9 a.m.

• School of Science and Engineering Undergraduate Graduation Ceremony: Saturday, May 18, 2019,
  1 p.m., Avron B. Fogelman Arena in Devlin Fieldhouse on the Uptown Campus (3.2 miles from
  the Mercedes-Benz Superdome)

• School of Liberal Arts Undergraduate Graduation Ceremony: Saturday, May 18, 2019,
  1:00 p.m., Mercedes-Benz Superdome (Main Floor).

• School of Professional Advancement Undergraduate Ceremony: Saturday, May 18, 2019,
  2 - 3:30 p.m., McAlister Auditorium (3.2 miles from the Mercedes-Benz Superdome)

• School of Architecture Graduation Reception: Saturday, May 18, 2019, 2 p.m. - 3:30 p.m.,
  Favrot Lobby, Richardson Memorial

• School of Architecture Ceremony: May 18, 2019, 4 p.m. - 5:30 p.m., Dixon Hall (wheelchair accessible)

• School of Public Health & Tropical Medicine Ceremony: Saturday, May 18, 2019, 3:30 p.m.,
  Mahalia Jackson Theater, 1419 Basin Street, New Orleans, LA 70116
School of Architecture Reception: Saturday, May 18, 2 p.m. - 3:30 p.m., Favrot Lobby, Richardson Memorial Hall (Academic Quad near Gibson, 3.2 miles from Superdome)

• This reception with light food and drinks will be held before the ceremony.

School of Architecture Ceremony: May 18, 4 p.m. - 5:30 p.m., Dixon Hall (wheelchair accessible)

• Contact: architecture@tulane.edu, 504-865-5389 or Christy Crosby at ccrosby1@tulane.edu

• There is an 11:30 am - 2 pm window for a lunch break between the earlier University Commencement Ceremony and the reception.

• Families may park in the Diboll Parking Garage on campus. Loyola University’s parking garage (located across Freret Street from Tulane’s campus) may also be open to families of graduating Tulane students.
A. B. FREEMAN SCHOOL OF BUSINESS
UNDERGRADUATE CEREMONY

Friday, May 17th, 10 a.m. - 12 p.m., Fogelman Arena at Devlin Fieldhouse
(corner of McAlister Place and Freret Street). Doors open for guests at 9 a.m.

• Tickets are not required. However, seating is available first-come, first-served. The ceremony will be simulcast in Goldring/Woldenberg Business Complex room 170 if guests would be more comfortable at that venue.
• Family members who need assistance with elderly/wheelchairs to please notify the commencement coordinator Barbara Bacharach (babacharach@tulane.edu, 504-865-5422) to arrange seating accommodations.
• All undergraduate students should report to Goldring/Woldenberg Business Complex at 8:30 a.m. for robing and line-up. They will follow the signage to assigned rooms to line up alphabetically. Freeman staff will be available to assist students. Students should make sure they have the required regalia: cap, tassel, and gown.
• A photographer will take a photo of each student.
• Free parking will be available for students and guests at the Diboll Complex (on Ben Weiner Drive). We also are anticipating additional parking to be available at the Loyola Parking Garage on Freret Street (across from the law school). Both parking garages are expected to be available from 8 a.m. to 8 p.m.

Undergraduate Reception (immediately following the ceremony)
Friday, May 18, 12 p.m.-1 p.m., Goldring/Woldenberg Business Complex, Marshall Family Commons, 1st Floor.

Visit freeman.tulane.edu/commencement for more info
SCHOOL OF LIBERAL ARTS
UNDERGRADUATE CEREMONY

Saturday, May 18, 2019, 1:00 p.m., Mercedes-Benz Superdome (Main Floor).

• Superdome personnel at entrances will check contents of all bags prior to allowing guest entrance and will NOTallow backpacks to enter the Dome at all; guests also will pass through entrance metal detectors.
• Students should not leave the Dome after the University Commencement Ceremony, as they will line up again for the SLA ceremony.
• Students should report with regalia no later than 11:30 am at the St. Charles Club Lounge to prepare for the ceremony.
• Parents will have a short break but staying in the Superdome highly advisable. Concessions are sold in the Superdome—typical stadium snack items (popcorn, hot dogs, nachos, etc.).
• Before the ceremony, establish where students should meet family after the ceremony has concluded.
• Photographs will be taken of each student shaking hands with the dean on the stage; and another photograph will be taken of the student alone after s/he leaves the stage.
• Parents are not allowed on the Superdome floor.
• Parking is $15 at the Superdome (cash only); free shuttle service available from the Uptown Campus.
• Wheelchairs are provided for guests who need assistance reaching the seating area but are not available to stay with guests (see rental resources available if you wish to keep a wheelchair with you at all times).

Reception (immediately following ceremony)
St. Charles Club Lounge, Superdome. Light refreshments will be served.

Visit commencement.tulane.edu for more info
SCHOOL OF PROFESSIONAL ADVANCEMENT
UNDERGRADUATE CEREMONY

Saturday, May 18, 2019, 2 - 3:30 p.m., McAlister Auditorium.McAlister Auditorium on Uptown Campus
(3.2 miles from the Mercedes-Benz Superdome)

• Students should be in the Lavin-Bernick Center (LBC) by 12 pm to line up.

• Students and families might have enough time to grab a quick bite in the Lavin-Bernick Center (LBC) food court between ceremonies.

• Families may park in the Diboll Parking Garage on campus. Loyola University’s parking garage (located across Freret Street from Tulane’s campus) may also be open to families of graduating Tulane students. Check back in May for details.

• Very limited accessibility for the disabled – McAlister Auditorium has a wheelchair ramp but the bathrooms there are not easily accessible. We suggest using Goldring-Woldenberg Hall II or the LBC nearby.

• There will be a reception following the ceremony. Details are still being finalized so check the online schedule for updates later or consult with your student who will receive updates by email.
SCHOOL OF PUBLIC HEALTH & TROPICAL MEDICINE

Saturday, May 18, 2019, 3:30 p.m., Mahalia Jackson Theater
This ceremony will include both Undergraduate and Graduate students.
• Graduating students must arrive NO LATER than 2:00 for robing.
• Doors will open for guest seating at 2:00pm
• Students and guests with mobility issues should contact Lacey Allen at lallen8@tulane.edu ASAP for arrangements but no later than May 1.
SCHOOL OF SCIENCE & ENGINEERING
UNDERGRADUATE CEREMONY

Saturday, May 18, 2019, 1 p.m., Avron B. Fogelman Arena in Devlin Fieldhouse on Uptown Campus (3.2 miles from the Mercedes-Benz Superdome)

• 12:00 p.m. – STUDENT CHECK-IN, LINE UP, INSTRUCTIONS
• 12:00 p.m. Devlin Fieldhouse Opens for guest seating
• 1:00 p.m. Ceremony begins
• ~2:30 p.m. – Ceremony ends with the recessional. Guests are asked to remain seated until all graduates and faculty are out of the building.

• Families may park in the Diboll Parking Garage on campus. Loyola University’s parking garage (located across Freret Street from Tulane’s campus) may also be open to families of graduating Tulane students.
• Devlin Fieldhouse is wheelchair accessible. The ramp is on the front left corner as you’re facing the building from Freret Street.

• Detailed information and instructions can be seen at http://www2.tulane.edu/sse/events/2018-undergraduate-graduation-ceremony-information.cfm.

• The School of Science and Engineering Ceremony will follow the School of Law Ceremony in Devlin Fieldhouse. Please note that SSE guests will not be allowed to enter to be seated until all of the LAW graduates and guests have left the auditorium.
WRAPPING UP ON CAMPUS

Forwarding mail

Students residing on campus should complete a Tulane Mail Forwarding online form.

Students residing off-campus need to submit a change of address order with the USPS.
WRAPPING UP ON CAMPUS

Packing and shipping belongings
• Don’t forget there is a FedEx Office in the LBC: Campusservices.tulane.edu/services/fedex-office

Storage:
Summertime Storage, the company Tulane recommends for storage between academic years, will also provide shorter term storage for graduating seniors.
www.summertimestorage.com
504-656-4214
WRAPPING UP ON CAMPUS

Residence Hall Check Out

• Residence Halls close at 12:00 p.m. on Sunday, May 19, 2019 for graduating seniors.
• Residents should start thinking about their move-out 2-3 weeks before closing, likely coordinating this with their family as well as their roommates.
• Students will need to schedule a check-out appointment with their RA to complete their closing Room Condition Report. Students can opt to do express check out by leaving their key and an express check-out form at the front desk. Students will be billed for any damage in their room after the halls close.
• Residents should schedule their checkout appointment as early as possible with their RA, particularly if they’re trying to work around specific flight times.
• Residents should talk to their roommates to make sure their room or apartment is clean before the first checkout appointment to help it go smoothly.
• Checkout appointments will go smoothly if residents have taken time to remove all of their belongings, reset the room furniture to the original configuration and clean the room before their appointment.
**ADDITIONAL NOTES:**

**Diplomas**

With the exception of Doctor of Medicine students, all graduates will receive their Diplomas via FedEx delivery to the address indicated by the student on their application for Degree. Diplomas will be shipped 3-4 weeks after Commencement. If students need to update the diploma mailing address originally submitted on their Degree Application, they can do that through the student tab on Gibson Online.

**Student Confidentiality: Newspaper listing of graduates & Grad t-shirts**

Any student who has selected the confidentiality clause in their contact information on Gibson Online will not have their name listed publicly. This includes the newspaper list of graduates that appears in the Times-Picayune and the Advocate as well as the t-shirt sold at commencement with the names of graduates on it. This confidentiality clause can be updated on the Gibson portal.
OTHER NOTES:

University Bookstore, Lavin-Bernick Center
• Friday: open 8:30 am – 5 pm
• Sat: open 9 am – 5 pm
• Sun: closed
Tulane Connect: Alumni Association resources for new graduates
https://tulaneconnect.com/

- Encourage your student to register on Tulane Connect to take advantage of networking opportunities with fellow alumni.
Tulane Alumni Association resources for new graduates - Tulane Clubs

- There are Tulane Clubs all across the US and abroad. Encourage your student to get involved. Membership is free.
- Remind your student to stay connected after graduation by updating their contact information online.

http://tulane.edu/alumni/club/
Are you a “type A planner” parent of a current 1st year, sophomore or junior student?

**Future Commencement Dates**
- May 16, 2020
- May 22, 2021
- May 21, 2022

The future commencement dates for a few years in advance are listed on [commencement.tulane.edu](http://commencement.tulane.edu).

Hotel reservation availability depends on the individual hotels. Some will take reservations a year in advance, some won't.
ANY QUESTIONS?

Visit the comprehensive website: commencement.tulane.edu
Email: tugrad@tulane.edu

Share your family photos on social media with #tulane19! We’d love to see how you celebrate this milestone with your Tulane graduate.
THANKS FOR PARTICIPATING IN OUR WEBINAR!

Have a wonderful time celebrating your student’s accomplishments!

Email any feedback about this webinar to parents@tulane.edu.