

## **May 2011 Commencement** **Frequently Asked Questions**

### **Ceremony I:**

9:30 a.m.

College of Arts & Sciences

College of Business Administration

Emergency Medical Services

School of Law

Graduate School

### **Ceremony II:**

1:30 p.m.

School of Nursing

School of Pharmacy & Health Professions

School of Dentistry

School of Medicine

### **Students**

#### **How do I order graduation announcements?**

Official Creighton University graduation announcements are available at [www.midwestgrads.com](http://www.midwestgrads.com) through Willsie Company. A link is also located on the commencement website. Announcements feature an etching of St. John's Church and Creighton Hall. The raised text is personalized with your name, major and college. Custom accessories are also available as well as package plans. Orders for May 2011 commencement are currently being accepted.

#### **How do I order my cap and gown?**

Prospective graduates can order their caps, rental gowns and hoods (for master's or doctorate degrees) when they turn in their respective applications for degrees to the Registrar's Office. Please direct further questions to the Office of the Registrar, 402.280.2702.

#### **Cap and gown pick-up:**

In the Mike and Josie Harper Center for Student Life and Learning rooms 3028 and 3029 on Thursday, May 12 or Friday, May 13 between 9 a.m. and 4 p.m. Graduates will not be able to pick up their caps and gowns at any other time. Please contact Troy Graves with questions, 402.699.1471 or [tgraves@willsieco.com](mailto:tgraves@willsieco.com).

#### **What is the address of the Qwest Center Omaha?**

The Qwest Center is located at 455 N. 10<sup>th</sup> Street.

#### **What is the address of St. John's Church?**

St. John's Church is located at 2500 California Plaza.

**Where is the Kiewit Fitness Center?**

The Kiewit Fitness Center is across the mall from St. John's Church. It is connected with the Skutt Student Center.

**Is there assistance for graduates with special needs?**

Yes, please contact Marketing and Public Relations if you or a guest will need special assistance, 402. 280.2738.

**Are there rules about the commencement ceremony?**

Graduates and guests are expected to refrain from any behavior that distracts from the dignity or safety of the ceremony. Any person with alcohol or fireworks will be removed from the premises and charges will be filed.

**Do we need tickets?**

No, tickets are not required. Graduates may invite as many guests to the commencement ceremony as they wish. Seating is on a first-come, first-served basis. Saving seats for more than a few people is discouraged.

**When will doors open?**

Doors will open at 8 a.m. for the 9:30 a.m. ceremony and at 12:30 p.m. for the 1:30 p.m. ceremony.

**Are there shuttles from campus to the Qwest Center?**

Yes, shuttles will be running from 7:30 a.m. to 4:00 p.m. Stops will be made at:

- McGloin Parking Lot (25<sup>th</sup> and Burt Streets)
- Human Resources Building (23<sup>rd</sup> and Burt Streets)
- 18<sup>th</sup> and Cass Streets
- 24<sup>th</sup> Street Parking Garage (East side of 24<sup>th</sup> Street)
- Visitor Parking Lot (24<sup>th</sup> and Cass Streets)

All drop offs will be made at the Qwest Center curb cut-outs on 10<sup>th</sup> Street.

**Where should I park?**

Parking is available near the Qwest Center. Parking on streets is free on Saturdays. Parking is available on the north and west sides of the Qwest Center in Lots B, C, D, and E. Parking in these lots is \$8. A parking garage is available on the south side of the arena for \$12. Handicapped parking is available in lots B, C and D at no charge. There are limited spaces available, so arrive early or you will be expected to pay the normal parking fee.

**Where can I drop off guests?**

Guests may be dropped off at the curb cutouts on 10<sup>th</sup> Street.

**Is there a rehearsal?**

No, there are no rehearsals for commencement ceremonies. Listen carefully to the marshal's instructions on graduation day.

**How long will the ceremonies last?**

Ceremonies will last about two hours.

Students graduating at the 9:30 a.m. ceremony will robe and line up for the procession at 8:30 a.m. in Hall A at the Qwest Center. The procession order will be: Arts and Sciences, College of Business Administration, Emergency Medical Services, School of Law and the Graduate School.

Students graduating at the 1:30 p.m. ceremony will robe and line up for the procession at 12:30 p.m. in Hall A at the Qwest Center. The procession order will be: School of Nursing, School of Pharmacy and Health Professions, School of Dentistry and School of Medicine.

**What about personal belongings?**

Graduates are encouraged to leave personal belongings with family or friends during the ceremony.

**Will I be able to purchase diploma frames and flowers at commencement?**

Yes, the Creighton Bookstore and Hy-Vee Floral will be located in the Grand Hallway just north of the ticket office. Flowers, diploma frames, batteries, cameras, film, alumni items, graduation cards and other Creighton memorabilia will be available for purchase.

**How can I order the photographs taken of me at commencement?**

Jolesch Photography will e-mail graduates their photograph proofs 10 days after the ceremony. If you do not receive your proofs, please visit Jolesch Photography, [www.jolesch.com](http://www.jolesch.com). A link is also located on Creighton's commencement website.

**Will DVD's of the ceremonies be available for purchase?**

The taping of the ceremonies are available for purchase at \$20 per DVD per ceremony. The order form will be available on the commencement website and in the commencement program.

**When will I receive my diploma?**

To receive a degree, all academic and financial responsibilities must be met, including public safety and library fines, bookstore accounts, etc. Graduates may pick up their diplomas after the ceremony in Hall A when they turn in their rental gowns and hoods. Please note, diplomas will be handed out only after the ceremony has ended. If you wish to pick up your diploma at another time, contact the Registrar's Office. Diplomas not picked up on the day of commencement will be mailed to the graduate's permanent address. To ensure receipt of your degree, graduates should give correct address information to the Registrar's Office, 402.280.2702.

**What do I do with my regalia after the ceremony?**

After the ceremony, graduates may return their gowns and hoods to tables in the same area where they lined up for the procession. Each graduate may keep the cap with tassel but must return the gown (and hood if a master's or doctorate degree is received) in satisfactory condition to the collection station along the west side of Hall A after commencement.

### **How do I assure that I can find my family and friends after the ceremony?**

Make a plan on where you are going to meet prior to the ceremony. The Qwest Center is a large venue and there will be many people attending.

### **What other events are taking place before Commencement?**

#### Graduation Brunch

- Friday, May 13, 9 a.m. to 1:30 p.m., Skutt Student Center, Mutual of Omaha Ballroom
- Attendance requires a reservation.
- Invitations and RSVP cards are sent to prospective graduates' families in March.
- Reservation cards are due by April 29.
- Cost: No charge for graduates, \$18 for adults and \$10 for children 12 years of age or younger.
- Questions, call 402.280.1715.

#### Baccalaureate Mass

- Friday, May 13, 3 p.m. Kiewit Fitness Center.
- All graduates, faculty, family, and friends are invited.

#### School and Colleges Awards, Receptions and Hoodings

There are several awards ceremonies, receptions and hoodings being held on Thursday, May 12 and Friday, May 13. A complete list is available on the commencement website.

A campus map link that shows locations of the buildings mentioned is available on the commencement website.

### **Will a news release be generated announcing that I have graduated from Creighton University?**

Yes, news releases will be generated to announce that you have graduated from the University following commencement. News releases will be sent to hometown papers.

### **Faculty and Administrator Information**

#### **Where do faculty and administrators obtain their academic regalia?**

Faculty members and administrators who plan to participate in commencement: If you need to rent regalia, information is available through each dean's office. You may order directly at [Creighton Cap & Gown](#). On commencement day, you will find your rental regalia on hangers in the robing and line-up area. Faculty members who plan to be in the procession are asked to contact the Marketing and Public Relations office at 402.280.2738 or e-mail [anniehergenrader@creighton.edu](mailto:anniehergenrader@creighton.edu) by May 2.

#### **How do I reserve a chair in the faculty section?**

Contact 402.280.2738 or [anniehergenrader@creighton.edu](mailto:anniehergenrader@creighton.edu) to reserve your place. Include your full name, the name of your department, whether you will be renting regalia or bringing your own and which ceremony you will attend (9:30 a.m., 1:30 p.m. or both) in your reply.

## **Parents**

### **What hotels are available in the area?**

A comprehensive list is available on the commencement website.

### **How do I get to the Qwest Center?**

#### **From Creighton University**

It takes about 15 minutes to walk from the corner of 24<sup>th</sup> and Cass Streets on the Creighton campus to the Qwest Center which is located at 455 N. 10<sup>th</sup> Street. All campus lots are open to our graduates and their guests.

#### **From Campus**

Shuttles will be running from 7:30 a.m. to 4:00 p.m. and stops will be made at:

- McGloin Parking Lot (25<sup>th</sup> and Burt Streets)
- Human Resources Building (23<sup>rd</sup> and Burt Streets)
- 18<sup>th</sup> and Cass Street
- 24<sup>th</sup> Street Parking Garage (East side of 24<sup>th</sup> Street)
- Visitor Parking Lot (24<sup>th</sup> and Cass Streets)

All drop offs will be made at the Qwest Center curb cut outs on 10<sup>th</sup> Street on the west side of the building. If you drive from campus the Qwest Center is about 14 blocks east of 24<sup>th</sup> and Cass Streets. The Qwest Center is located at 455 N. 10<sup>th</sup> Street.

#### **From other locations**

The following link on the Qwest Center's web site has directions from the airport, Iowa, Kansas, and Nebraska is available at [Qwest Center - Site Map & Directions](#)

### **What about security?**

Qwest officials will search bags. No outside food or beverages will be allowed in the arena.

### **Will food and beverage be available during the ceremony?**

Yes, the concession areas will be open in the arena.

### **Is there a special seating section for handicapped guests?**

Yes, the upper mezzanine level of the arena will be available for this seating.

### **If family and friends cannot attend the ceremony, will the ceremonies be streamed "live" on the web?**

Yes, the day of commencement you can access the ceremonies at <http://www.creighton.edu/doi/webcasting/>. A link is also located on the commencement website.