



***145th*** Year of the University  
FALL 2016 | December 16

# UNIVERSITY CEREMONY

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**Friday, December 16, 2016 | Procession begins at 10:30 a.m. in Cassell Coliseum**

(There are no guest limits or ticket requirements for this ceremony.)

Associate and bachelor's degrees will be conferred at the university ceremony. The ceremony is expected to last approximately two hours. There are no individual college ceremonies scheduled.

## Diplomas

Undergraduate diplomas will be mailed to the address provided by the student on Hokie Spa. Be sure to update your diploma address by clicking on Degree Menu, and then Add/Update Diploma Address. Diplomas are mailed approximately twelve weeks after the ceremony. For additional details, contact the Registrar's Office at 540-231-6252 or visit the website at <http://registrar.vt.edu/graduation-multi-brief.html>.

## Participation

Associate and bachelor's candidates planning to participate in the procession should report to Cassell Coliseum on the Beamer Way side of the building. Signs will be posted to direct candidates to their college's staging area. Check-in will begin at 9:30 a.m. and all candidates should be on site by 10:15 a.m.

Candidates will be given a card on which to print his or her name as he/she wants it announced while crossing the stage. Just prior to crossing the stage, the candidate will hand it to the person reading names. The card will also be used by the photographer to identify each candidate so that proofs may be mailed or emailed to the correct address.

**Faculty participation is encouraged.** Please report to Cassell Coliseum by 10:15 a.m. and follow the signs to the staging area.

## Guest Seating and Parking

All university parking lots will be open to the public and visitor passes will not be required. However, parking in the immediate vicinity of Cassell Coliseum will be limited. Families and guests are urged to arrive in time to be seated by 10:30 a.m.

# GRADUATE SCHOOL CEREMONY

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**Friday, December 16, 2016 | Procession begins at 2:30 p.m. in Cassell Coliseum**

(There are no guest limits or ticket requirements for this ceremony.)

Master's degrees, certificates, education specialist, and doctoral degrees will be conferred at the Graduate School ceremony. The ceremony is expected to last approximately two hours.

## Diplomas

Doctoral diplomas are presented at the fall ceremony. Master's degree, certificate, and education specialist diplomas are mailed in February to the address candidates are asked to provide to the Graduate School.

## Participation

All graduate degree candidates must confirm their plans to attend Commencement by December 1, 2016. Questions pertaining to eligibility to participate should be directed to the Graduate School at 540-231-8636. For complete details, you may visit the Graduate School's website at [graduateschool.vt.edu/grad-commencement.html](http://graduateschool.vt.edu/grad-commencement.html).

All graduate degree candidates should report to Cassell Coliseum on the Beamer Way side of the building. Signs will be posted to direct candidates to their specific staging area. Check-in begins at 1:15 p.m. and all candidates should be on site by 2:15 p.m.

**Doctoral candidates** who will have met all requirements for graduation by December 9, 2016, are eligible to participate in Commencement.

**Major professors who will be participating in the hooding ceremony** should report to the ground level of Cassell Coliseum by 2:15 p.m. Please check in upon arrival so that your name may be read as you hood your student.

**Faculty participation is encouraged.** Please report to Cassell Coliseum by 2:15 p.m. and follow the signs to the staging area.

## Guest Seating and Parking

All university parking lots will be open to the public and visitor passes will not be required. However, parking in the immediate vicinity of Cassell Coliseum will be limited. Families and guests are urged to arrive in time to be seated by 2:30 p.m.

# GENERAL INFORMATION

Commencement Phone Line: 540-231-3208 | Commencement Website: [www.vt.edu/commencement](http://www.vt.edu/commencement)

## Graduation Degree Requirements

In order to receive a degree, a student must have satisfied all academic requirements, must have fulfilled all financial obligations to the university, and must not have any pending charges, active suspensions, or dismissals issued by the Honor or Student Conduct systems.

## Academic Apparel Required

Academic apparel is required for all graduation ceremonies. Caps, gowns, hoods, and tassels may be purchased from the University Bookstore on-campus (phone 540-231-5991), Volume Two Bookstore off-campus (phone 540-231-9674), and at [www.bookstore.vt.edu](http://www.bookstore.vt.edu). For academic regalia colors by college, see [www.vt.edu/commencement/tassel-colors.html](http://www.vt.edu/commencement/tassel-colors.html).

## Announcements

All graduates may order personalized announcements in advance through the University Bookstore. For more information and deadlines, contact the University Bookstore at [www.bookstore.vt.edu](http://www.bookstore.vt.edu) or 540-231-5991, extension 139.

## Disability Access

Accessible seating for persons with impaired mobility is available at Cassell Coliseum. Accessible parking is available in the Cassell Coliseum parking lot on Beamer Way located directly across the street from the Merryman Center. Individuals with mobility impairment are advised to enter Cassell Coliseum through the Merryman Center entrance. Signs will be posted for your convenience.

Requests for disability accommodations must be made to the Office of Services for Students with Disabilities two weeks before a specific ceremony. For additional information concerning accessibility and disability accommodations, visit the Office of Services for Students with Disabilities (SSD) online at [www.ssd.vt.edu](http://www.ssd.vt.edu), or call 540-231-3788 or TTY 540-231-1740. Two weeks prior to the Commencement ceremony, "Special Needs" (impaired mobility) parking passes—which are not required if you have a DMV handicap tag—will be available for pickup at 310 Lavery Hall above the Turner Place dining facility.

## Official Photographer

GradImages will be the official photographer for Fall 2016 Commencement ceremonies on the Virginia Tech campus. The photographers will be the only persons with clear access to the stages.

On Thursday, December 15, 2016, from 9:00 a.m. until 3:00 p.m., GradImages will offer free portrait sittings in the Holtzman Alumni Center library. All graduating students, both undergraduate

and graduate, should wear their own cap and gown. As many accoutrements as desired, such as stoles, honor cords, and sashes, may be worn for the portrait sitting. No appointment is necessary.

Students are not obligated to make a purchase. For participants, proofs will be sent by mail or email approximately one week after the ceremony if an address is provided. If you have any questions about your order, please contact GradImages by phone at 800-261-2576 or online at [www.gradimages.com/virginiatech](http://www.gradimages.com/virginiatech).

## Printed Programs

Commencement programs with a full listing of student names will be distributed at the University Commencement and Graduate School ceremonies to graduates. The program will also be archived on the Commencement website for anyone wishing to print additional copies.

## Graduate and University Ceremonies Broadcast Live

Virginia Tech will offer live streaming of video of the Graduate School and University Commencement ceremonies. Links to streams of both events will be accessible from [www.vt.edu](http://www.vt.edu) approximately one hour before each ceremony begins. At the conclusion of each ceremony, the video will be archived and accessible from the Commencement website at [www.vt.edu/commencement](http://www.vt.edu/commencement).

## Inclement Weather

Should the university be closed due to inclement weather, commencement ceremonies would also be cancelled. Once the decision to cancel has been made, details will be posted on the Virginia Tech homepage ([www.vt.edu](http://www.vt.edu)), the Virginia Tech News homepage ([www.vtnews.vt.edu](http://www.vtnews.vt.edu)), and Virginia Tech Mobile. In addition, a broadcast e-mail will be sent to all students, faculty, and staff; a recorded message will be placed on the University Weather Line (540-231-6668); and information will be shared with other local media outlets. The announcement will also be posted to the VT News page, on Twitter ([www.twitter.com/vtnews](http://www.twitter.com/vtnews)), and the Virginia Tech page on Facebook ([www.facebook.com/virginiatech](http://www.facebook.com/virginiatech)). The university may use VT Alerts depending on conditions.

**Due to security procedures, wrapped packages will not be allowed in Cassell Coliseum. Safety precautions require that all bags be searched. Clear bags are recommended for quicker entry.**

Virginia Tech does not discriminate against employees, students, or applicants on the basis of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status or otherwise discriminate against employees or applicants who inquire about, discuss, or disclose their compensation or the compensation of other employees, or applicants on any other basis protected by law.