# COMMENCEMENT SPRING 2025

SATURDAY, MAY 17, 2025

AT 9:30 A.M. & 2:30 P.M.



DENVER COLISEUM
4600 N. HUMBOLDT ST.

DENVER, CO 80216



Thank you for registering to participate in commencement! Please review the information below for important details about the upcoming commencement ceremony on May 17. For more information and answers to frequently-asked questions, please visit **ucdenver.edu/commencement** 

#### CAP & GOWN PICK-UP

Pre-ordered ceremony regalia will be available for pick-up on Monday, April 28, from 10 a.m. to 5 p.m. and Tuesday, April 29, from 10 a.m. to 7 p.m. in the Terrace Room, Lawrence Street Center (2nd Floor). Bring your registration confirmation or photo ID with you when picking up your order. If someone else will be picking up your order, please make sure they bring your registration confirmation email. If you elected to ship regalia to yourself, you do not need to attend cap and gown pick-up.

**Please Note:** All graduates are required to wear Herff Jones custom regalia featuring CU colors. Graduates who arrive without this regalia will be asked to register with Herff Jones that day and will be charged a late fee.

## CLEAR BAG POLICY & APPROVED ITEMS

Guests, students, faculty, and staff will be asked to abide by the commencement venue clear bag policy and will be checked upon entry into the building. Everyone entering the facility will be required to go through a magnetometer or be wanded upon entrance into the facility. Additional information can be found on our website: <a href="mailto:ucdenver.edu/commencement/spring-commencement/safety-and-approved-items">ucdenver.edu/commencement/spring-commencement/safety-and-approved-items</a>

#### **GUEST SEATING**

Seating for guests is available on a first-come, first-served basis. We expect approximately 8,000 people to attend each ceremony, so please advise your guests to arrive early for the general seating in the arena. If you pre-requested ADA seating for some of your guests when you registered for the ceremony, you will receive additional information via email. If you pre-registered for the guest ADA seating section, please enter through the east loading dock doors to be directed to the pre-registered seating section on the arena floor. Additional information about disability-related access can be found on our website:

ucdenver.edu/commencement

#### **CEREMONY PARKING**

Free parking has been arranged at the Denver Coliseum for students and guests. Parking is available on the west side of the Denver Coliseum. Please note that the entrance is located on the east side of the building. Parking is first-come, first-served. We encourage guests to drop off their friends and family members with limited mobility at the front doors prior to parking as the walk from the parking lot is uphill and between five to 10 minutes. Click here to view the Denver Coliseum parking instructions.

For accessible parking, there are a total of 39 spaces that will be available on a first-come, first-served basis. The facility does not have wheelchairs available for guests, so please plan accordingly.

#### GRADUATE CHECK-IN & LINE UP

**Morning Ceremony:** Graduates should arrive to their school or college check-in tables at the Denver Coliseum **no later than 8:15 a.m.** Please follow signs to graduate check-in on the Concourse level. Faculty marshals will begin lining up students for the procession at 9 a.m. We can't stress enough how important it is to arrive by **8:15 a.m.** It takes a long time to check in more than 800 graduates. The procession will begin <u>promptly</u> at 9:30 a.m.

**Afternoon Ceremony:** Graduates should arrive to their school or college check-in tables at the Denver Coliseum **no later than 1:15 p.m.** Please follow signs to graduate check-in on the Concourse level. Faculty marshals will begin lining up students for the procession at 2 p.m. We can't stress enough how important it is to arrive by **1:15 p.m.** It takes a long time to check in more than 800 graduates. The procession will begin <u>promptly</u> at 2:30 p.m.

**All PhD, EdD, PsyD candidates** will check in at the Doctoral table in the Concourse check-in area to receive reader cards and to be subsequently lined up for the processional (look for the Doctoral feather flag).

#### **CEREMONY DURATION**

Each ceremony will last **approximately two hours.** In consideration of the audience and the significance of this event, all guests and graduates must remain seated for the entire ceremony. Please plan to be at the Denver Coliseum until at least 11:30 a.m. for the morning ceremony and 4:30 p.m. for the afternoon ceremony. Make your post-ceremony plans accordingly.

#### THE PROCESSIONAL

Note: There is **no rehearsal** for the ceremony.

At 9 a.m. or 2 p.m. faculty marshals and staff for each school and college will begin lining you up in four-abreast columns within each academic unit in the following order: 1) Banner carriers, 2) Master's degree candidates, and 3) Bachelor's degree candidates. Doctoral candidates will process in first as a group.

If you wish to sit with a friend, you should pair up either in the two right side places in the column or the two left-side places in the column. If four students wish to sit together, they should pair up and then line up behind each other in the same two-abreast column **on the same color line.** The marshals will tell you what color-coded line to follow during the processional. Follow your line leader and fill in every seat in each row. Graduate names will be announced in the order in which they are seated, not alphabetically.

#### THE RECESSIONAL

At the conclusion of the ceremony, the faculty marshals will direct you to exit your row and recess from the floor in the same formation as the processional. Graduates in the back should wait at their seats until the rows in front have been cleared and you are instructed to do so by the faculty marshals. Please be patient to allow everyone to exit in an orderly fashion.

#### READER CARDS

Your reader card is how your name will be announced as you cross the stage. It will be included in your cap and gown package at cap and gown pick up. Please bring your reader card with you to the ceremony. Bringing your reader card will allow you to bypass check in and proceed immediately to graduate line-up. If you lose your reader card, extras will be available at your school/college check-in table. Graduates who elected to ship their regalia to themselves will pick up their reader card at their school/college table the morning of the ceremony.

One side of the reader card has the name on it that you provided when you registered for the ceremony. You will hand this card to the presenter (name side up) on the stage to announce your name. To ensure names are pronounced correctly, we invite you to indicate a phonetic spelling of your name on your card (example Christopher: kris-tuhfer). You may also refer to this phonetic spelling guide when filling out your Name Reader Card. The other side of the card contains your name, mailing address, and email address. Gradlmages will use this address to send you proofs of their professional photographs. To receive your proofs faster, please ensure that your email address appears on the card.

**Note:** Updating your address on the reader card does not update your mailing address for your diploma. If you need to update your diploma mailing address, please contact the Office of the Registrar at diplomas@ucdenver.edu.

### **COMMENCEMENT SAFETY**

We fully anticipate a safe and joyous ceremony and to assist with safety throughout commencement, please alert the Denver Police Department of anything suspicious. If you "see something, say something."

Denver Police Department

- Emergency: Dial 911 or text to 911
- Non Emergency: 720-913-2000
- Advise a DPD officer on site



#### REGALIA PROTOCOL

Undergraduates wear tassels **over the right front of the cap** before the degree is conferred. A CU Regent will instruct you to move the tassel to the left at the appropriate time. Doctoral candidates do not wear their hoods during the processional. Hoods should be draped over the left arm until officially presented on stage during the ceremony. Need more guidance? Take a look at the "How to Wear It" videos provided by the official regalia provider for CU Denver. Graduates should wear their tassel noting their degree type, **not** their black and gold souvenir tassel.

#### **REGALIA RETURN:**

Return your rented gown (and hood, if applicable) to the Herff Jones tables near graduate lineup immediately following the ceremony. Caps/tams and tassels are yours to keep. If you shipped your regalia to yourself, you can return your regalia after the ceremony to this location or ship your rented items back using the prepaid shipping label that was included in your package.

**Please Note:** Cap and gown return will not open until the ceremony has fully concluded. Graduates are expected to remain for the duration of the ceremony. A fee will be charged for regalia that is not returned.

#### #CUDenverGrad & LIVESTREAM

Celebrate your accomplishments on social media! Use the hashtag #CUDenverGrad and join the commencement conversation before, during, and after the ceremony. The ceremony will be livestreamed to the **Commencement Website** for your friends and family to celebrate with you from afar.

#### **PROGRAMS**

Graduates and guests can view or download the program digitally at <u>ucdenver.edu/commencement/program</u>. The program link will be active in advance of the ceremony.

#### **REAL-TIME CAPTIONING**

All spoken information during the ceremony will be captioned and made available to follow along in real time from a personal, mobile device. To access this service and follow along during the ceremony, open the browser on your mobile device and enter the following website:

streamtext.net/player?event=ucdcommencement 2025



Congratulations! We look forward to seeing you on May 17!