

Commencement Information



University of Illinois at Springfield

March 2014

2014 COMMENCEMENT CEREMONY: This year UIS will hold its commencement ceremony at the Prairie Capital Convention Center (located in downtown Springfield) on Saturday, May 17, 2014. The ceremony will begin at 4:00 p.m. and will last approximately two and a half hours.

4:00 p.m. CEREMONY

COLLEGE OF LIBERAL ARTS & SCIENCES

Art	Liberal & Integrative Studies
Biology	Liberal Studies
Chemistry	Mathematical Sciences
Clinical Lab Science	Philosophy
Communication	Psychology
Computer Science	Sociology/ Anthropology
English	
History	

COLLEGE OF EDUCATION & HUMAN SERVICES

- Educational Leadership
- Human Development Counseling
- Human Services
- Social Work
- Teacher Leadership

COLLEGE OF PUBLIC AFFAIRS & ADMINISTRATION

- Criminal Justice
- Environmental Sciences
- Environmental Studies
- Global Studies
- Legal Studies
- Political Science
- Public Administration
- Public Affairs Reporting
- Public Health

COLLEGE OF BUSINESS & MANAGEMENT

- Accountancy
- Business Administration
- Economics
- Management
- Management Information Systems

CAPS AND GOWNS: You must purchase your cap and gown at the Graduate Salute in the UIS Bookstore (located on the first floor of Founders Hall), March 27 - 29. Peoria students may purchase their caps and gowns through the UIS Peoria Center. Additional information regarding caps and gowns may be found on the Jostens website at: www.jostens.com/college/. The cap and gown prices are as follows:

Bachelor Unit*	\$37.00 plus tax
Master Unit* & Hood	\$70.00 plus tax
Doctoral Unit* & Hood	\$88.00 plus tax

* Units include cap, gown, and tassel. These items need not be returned after the ceremony. In addition, master and doctoral hoods are yours to keep.

CAPS AND GOWNS – CONTINUED:

Dates and times of the “Graduate Salute” are as follows:

Thursday, March 27	11 a.m. – 7 p.m.
Friday, March 28	10 a.m. – 6 p.m.
Saturday, March 29	9 a.m. – 1 p.m.

Without your cap and gown purchase, we will not know of your intent to participate. Therefore, you MUST purchase your cap and gown during Graduate Salute (please see exceptions below).

1. If you are a distance learner or are unable to come to campus during the Graduate Salute, you can call the Bookstore on the days of our Graduate Salute on March 27, 28, or 29 at (217) 206-6766 and order your cap and gown directly from them. They will need your name, UIN (University Identification Number), height, weight, and (if you are a master’s student) what degree you will be earning. They will FedEx your regalia to you for an additional charge.**
2. If you are making special cap and gown arrangements (e.g., borrowing a black cap and gown from a friend), you MUST contact the Office of Records and Registration by emailing registrar@uis.edu.** See below for information related to purchasing a tassel.

** The final day to purchase a cap and gown from the Bookstore or to make special cap and gown arrangements will be **April 4**. **Please note that a late fee will be assessed by the UIS Bookstore to all students who order their cap and gown after March 29 (students will be assessed a \$10 late fee during the first week after Graduate Salute and a \$20 late fee for any orders placed thereafter).**

CEREMONY SEATING/WEBCAST: Tickets will not be required for admission into the ceremony. The doors will open to the main floor of The Center at 3 p.m. and seating will be on a first-come, first-served basis. Because of the large number of graduates and the seating capacity of The Center, it is recommended that no more than ten guests attend per graduate. Please note that a webcast will also be available on the UIS website at www.uis.edu/.

COMMENCEMENT ANNOUNCEMENTS/TASSELS/MISCELLANOUS ITEMS: The UIS Bookstore will have general announcements available for purchase. In addition, tassels and other miscellaneous graduation items can also be purchased from the Bookstore.

DVDs: A DVD of the commencement ceremony will be available for \$25. Payment should be made at the Cashier’s Office. This cost includes postage in the continental United States. The form to purchase DVDs is available on the web (www.uis.edu/commencement/). Questions should be addressed to the Office of Electronic Media by calling (217) 206-6799.

GRADUATE PHOTOGRAPHS: A professional photographer will record the moment graduates are given their diploma cover by the Chancellor during the ceremony. The full-color proofs of these photos and instructions for ordering will be mailed to graduates shortly after commencement. **The photographer will also be available for portraits after the ceremony.**

SPECIAL EVENTS: Numerous events are being planned for certain groups, colleges and/or departments. Be sure to check our website (www.uis.edu/commencement/) for more information.

SPECIAL NEEDS/ARRANGEMENTS: **Graduates** who have need of accommodations due to a disability should contact Darlene Harris-Kresse at (217) 206-8216. **Guests** who have need of accommodations due to a disability should contact Sarah Weaver by phone at (217) 206-6666.

IF YOU HAVE QUESTIONS, PLEASE CALL US:

Caps, Gowns & Graduation Announcements	Bookstore, (217) 206-6766 or UIS Peoria Center, (309) 999-4847
Ceremony Information	Graduation, (217) 206-7730
DVD Information	Office of Electronic Media, (217) 206-6799
Eligibility to Graduate	Graduation, (217) 206-7730
Special Arrangements (Guests)	Sarah Weaver, (217) 206-6666
Special Arrangements (Students)	Darlene Harris-Kresse, (217) 206-8216

Commencement participants will receive an additional letter with all finalized information a few weeks before commencement. The letter will address all issues and questions concerning commencement day. For the latest information, please visit the commencement website at www.uis.edu/commencement/.