

GRADUATION EVENT GUIDE



December 2018

North Hagerstown
High School

Graduation Schedule of Events

Time Zone: Eastern Standard Time

Location: North Hagerstown High School • 1200 Pennsylvania Avenue • Hagerstown, MD 21742

SUNDAY, DECEMBER 2, 2018

Open House at the Purdue University Global, Hagerstown location

Purdue University Global's Hagerstown location will host an open house from 12:00 pm–2:00 pm on December 2, 2018. The open house is for graduates and their families who would like to see a Purdue University Global facility and take photos in front of Purdue Global signage. The open house is less than a half-mile away from the graduation ceremony venue, North Hagerstown High School.

The address of the open house is:

Purdue University Global, Hagerstown Location, 18618 Crestwood Drive, Hagerstown, MD 21742

Parking and entrance are located at the bottom of the hill on Crestwood Drive.

MORNING COMMENCEMENT

School of Business and Information Technology and School of Health Sciences

9:30 am	Graduate Check-In for Morning Ceremony and Family Photos (optional) – High School Gymnasium
10:00 am	Auditorium Doors Open for Morning Ceremony, Guest Seating
11:00 am–1:00 pm	Morning Commencement

AFTERNOON COMMENCEMENT

College of Social and Behavioral Sciences, School of Education, School of Nursing, and Concord Law

1:30 pm	Graduate Check-In for Afternoon Ceremony and Family Photos (optional) – High School Gymnasium
2:00 pm	Auditorium Doors Open for Afternoon Ceremony, Guest Seating
3:00 pm–5:00 pm	Afternoon Commencement

Celebrate With Family and Friends, Near and Far



Twitter

Share your celebratory messages and photos with the Purdue University Global community by including **#PurdueGlobalProud** in your tweets.



Live Stream

Invite your friends and family to watch the graduation ceremony live on the Purdue University Global Facebook page (facebook.com/PurdueGlobalMaryland/). “Like” the Purdue University Global Facebook page to stay connected and receive notifications on events and live videos. On Graduation Day, share the event to your timeline so others can celebrate your achievement with you.

The Purdue University Global Commencement and related events will be broadcast on Facebook Live via Purdue Global's Facebook page, and attendees may be photographed, videotaped, or filmed by authorized parties. The attendance of all participants and guests serves as permission for use of these images by Purdue Global. Commercial photography or filming is prohibited without permission of Purdue Global.

Venue

North Hagerstown High School
1200 Pennsylvania Avenue
Hagerstown, MD 21742

Parking and Transportation

- Be patient with our parking attendants; they will be doing their best to assist you, but the parking lots fill up quickly. They will direct you and your guests as quickly as possible.
- Guests using wheelchairs may be dropped off and picked up at the front of the high school.

Things to Remember

- Check in at the gymnasium for the following items needed for the ceremony:
 - Commencement tickets (give to guests)
 - Reader cards (keep these with you)
 - Academic honor cords for associate's and bachelor's degrees for those with GPA above 3.7
- Pre-order regalia: Wear cap, gown, and tassel (Hint: Use bobby pins to hold cap in place).
- Bring your hood (master's and doctoral degrees only).
- Do not bring personal items to the staging room, as there is no place to store them.
- Graduates are required to stay in the auditorium until degrees are conferred at the end of the ceremony.

Local Attractions

Visit www.visithagerstown.com for a list of local activities and restaurants in Hagerstown, MD. Also visit www.visitfrederick.org for Frederick, MD, and www.destinationgettysburg.com for Gettysburg, PA.

Important Contact Information

Alumni Association

PurdueAlumni.org
purduealumni@purdue.edu

Career Services

Employment Search Assistance
careerservices@purdueglobal.edu

Concord Law School

concordgraduation@purdueglobal.edu

Graduation Center

Commencement Information and FAQ
www.PurdueGlobal.edu/campus-locations/hagerstown-maryland/graduation/

Graduation Contact – Maryland Ceremony

Shannon Cianelli
Director of Career Services –
Ground Locations
marylandgraduation@purdueglobal.edu
301-766-3708

Jostens

Caps and Gowns, Class Rings, Announcements
Customer Service: 800-854-7464

Lifetouch Special Events

Commencement Ceremony Photography
events.lifetouch.com/purdueglobal

Office of the Registrar

Diploma and GPA Questions
rsupport@purdueglobal.edu

Office of Student Life

Honor Society Questions
studentlife@purdueglobal.edu

Purdue University Global Online Store

PurdueGlobalGear.com

Student Accounts

Account Balance and Payment Questions
studentaccounts1@purdueglobal.edu
866-522-7747



Attire

- Dress: Business professional.
- Wear low heels or flats as there are many stairs in the venue.
- All students participating in the ceremony must wear regalia.
- Cap: Graduates are allowed to decorate the tops of their caps. Decorations must be in good taste, and appropriate for all audiences.
- Undergraduate-level candidates: Tassel is color-coded by program of study and should be placed on RIGHT side of cap.
- Master's-level and doctoral-level candidates: Tassel is black and should be placed on LEFT side of cap. Master's-level and doctoral-level graduates will be hooded during the ceremony, so graduates should carry the hood over your left arm (not wear it). The hood's velvet border is color-coded by program of study.
- Deadline for online regalia orders has passed. If you missed the deadline, call Jostens at 800-854-7464 to see if a late order can be filled. Late orders are not guaranteed and may be subject to additional late/rush fees.
- A list of degrees and corresponding tassel/hood colors can be found on the Graduation Center page.
- Honors regalia
 - Worn during the ceremony as part of the academic costume.
 - Associate's- and bachelor's-level graduates who complete their degrees with cumulative grade point averages (GPAs) of 3.70 or higher will achieve academic honors status. Certificate-, master's-, and doctor's-level graduates are not eligible for academic honors. Academic honors statuses will be noted on diplomas and transcripts. Academic honors statuses will be noted in the commencement program based on the student's GPA.
 - Honor Society Regalia: Honor society members of all degree levels can wear their regalia at the ceremony.



Seating

Seating is open and on a first-come, first-serve basis. Doors will open for guest seating one hour prior to each ceremony. ADA-accessible seating is available within the auditorium for both graduates and guests with prior notification to marylandgraduation@purdueglobal.edu. Graduate seating is reserved and based on school and degree level. To ensure safety, infants and small children must be seated in the guest seating area and supervised by an adult guest during the ceremony. Please be respectful of other graduates and guests and remain seated until the end of the ceremony.



Tickets

Guest tickets are required and can be picked up at graduate check-in. Children under 3 are not required to have a ticket, as they are expected to sit on the lap of an adult. Graduates do not need a ticket.



Diplomas

Diplomas are not distributed at the graduation ceremony. Diplomas are automatically mailed by the Office of the Registrar approximately eight weeks after graduates complete their final class and fulfill all program and financial requirements as stated in the University Catalog. For questions regarding diplomas, please email the Office of the Registrar at rsupport@purdueglobal.edu.



Photography

Professional photographers from Lifetouch Photography will take individual headshot photos of the graduate and/or group photos of graduates with families and friends 90 minutes before the ceremony, in addition to capturing each graduate on stage. Approximately 2–3 weeks after the ceremony, graduates will be emailed the photography website link to view photographs and order prints. Graduates and guests may take photographs during the ceremony from their seats, but are prohibited from standing in the aisles.



Flower Sales

During each ceremony, flowers will be available for purchase (cash only).

Graduation Day Information for Students

No Smoking: North Hagerstown High School is smoke-free. Smoking is not permitted anywhere on school property; this includes parking lots. Uniformed security will be patrolling the grounds and parking lots; if you, or anyone in your party, are found smoking, you will be asked to leave.

Arrive Early: All graduates must report to the graduate check-in area. Please advise your family to arrive at least 30 minutes before the scheduled ceremony as it will take a while to park, enter the building, and find a seat in the auditorium. Doors for seating in the auditorium for family and friends will open an hour before each ceremony. When graduates are entering the auditorium, guests arriving late will have to wait in the lobby for the procession to complete before entering the auditorium.

Graduate Check-In and Group Photos: Upon arrival, please go directly to the check-in tables in the gymnasium area. Look for individuals in red or black Purdue University Global polo shirts, who will direct you. Each graduate will check in and be directed to their appropriate lines for the processional. Group and family photos will be available 90 minutes before the ceremony. After family photos are taken in the gymnasium, guests should proceed to the auditorium for seating. We ask that only graduates enter the check-in/graduate gymnasium area due to space limitations. Graduates, please remain in this area until the ceremony procession begins. Graduates may leave their coats and purses in the locker rooms, but this is not a secure area. It is best to leave valuables with your family in the auditorium.

Helpful Hints

- **Be Prepared to Walk**—Before processing into the auditorium, you will line up in a holding area with your classmates. There is a moderate distance between the holding area and the auditorium, which does include stairs. If you or a family member needs any special accommodations, please email marylandgraduation@purdueglobal.edu.
- **Do Not Arrive Earlier Than Requested**—While we encourage you to arrive early enough to become familiar with the area, if you do not have questions or do not require assistance, please refrain from arriving too early to avoid long wait periods.
- **Missing Items/Need to Exchange**—After visiting the check-in, if you are missing or need to exchange any items, please let the check-in attendants know.
- **Graduation Ceremony Reader Cards**—At check-in, you will receive your graduation ceremony reader card, which contains your name and degree. Emphasis areas are not included, as these are not announced at the ceremony or listed in the graduation program. It is essential that you have your reader card with you at the ceremony.

Share Your Success Story Today

At Purdue University Global, we build futures one success story at a time. Please take a moment to share your story and let us know how you are doing. [Click here](#) to submit your success story today.



Employment Search Assistance

Career Services can help you to prepare for life after graduation.

The CareerNetwork is accessible via the Purdue Global Campus portal, and designed as a social platform for you to collaborate with other students and graduates and the Career Services team to answer specific job search questions. In addition, you can search for jobs 24 hours a day, 7 days a week. The job tracker has been created specifically for Purdue University Global students and focuses on positions based on a student's program of study and geographic location. The tracker houses job posts from CareerBuilder and its partners, thus offering a large number of available jobs for you to view.

The CareerNetwork also allows you to create a professional profile that offers the opportunity to:

- Complete a work interest assessment
- Submit a resume and cover letter for review/guidance
- Sign up for an exit interview with a Career Services staff member upon graduation
- Update current employment status
- Apply for employment opportunities geared toward your program of study and geographic area

CONGRATULATIONS 2018 GRADUATES!

Graduating from Purdue University Global is an achievement of which both graduates and their families can be equally proud. While a graduate's relationship with the University changes, it never ends. The Purdue Alumni Association is proud to serve Boilermakers throughout life's journeys.

Tap into the power of 630,000 alumni with a membership in the Purdue Alumni Association, and discover how we support you – personally, professionally, and intellectually – in your pursuit of lifelong learning. Choose the benefits, level of engagement, and price that meet your needs. Recent grads enjoy discounted pricing!

Visit purduealumni.org/member to learn more and join.



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