



THE UNIVERSITY OF ARIZONA
College of Education

**College of Education Convocation INFORMATION
for Students and Guests
Friday, May 10, 2024, at 9:00am
McKale Memorial Center**

Congratulations on your upcoming graduation!

All graduating students participating in the ceremony need to check in at 8:00 a.m. at the Media entrance of McKale Center near the Mary Roby Gymnastics center. You will receive your registration card listing your name – and, for doctoral students – the title of your dissertation. Keep this card safe, as it is what you will hand to the faculty at the podium when you cross the stage to shake hands with the dean and dignitaries.

Entrance to the building for participating students & faculty ONLY will be through the entrances on the east side of McKale Center. The entrance is wheelchair accessible. There is no guest access to seating through this entrance.

ATTIRE:

Undergraduate students may wear either academic regalia or professional attire. Most of our undergraduate students choose to wear regalia (cap and gown). **If you do not have regalia and need to purchase it please contact the UofA Bookstore.** Click on this link <http://uabookstore.arizona.edu/>.

Graduate students are required to wear academic regalia to participate.

Graduate students should carry their hoods instead of wearing them. Each graduate student will be hooded at the ceremony by designated faculty. Note that your department has designated the faculty member to hood master's students, and it may not be your advisor and/or chair.

Tassels are worn on the right side before degrees are conferred and moved to the left after conferral of undergraduate degrees. Degree conferral occurs at the University Commencement, not at Convocation. Graduate students, already having earned a degree, wear their tassels on the right side the whole time.

FOOTWEAR: The entrance ramp to the floor of the arena is quite steep so you will want to consider that when selecting your footwear for the event.

Personal Items: **There is no place to store personal items** such as flowers, purses and/or cameras that you do not want to carry with you during the ceremony so please leave those items with a family member or friend ***before*** you check in.

THE CEREMONY:

The ceremony will begin promptly at 9:00am and is expected to last approximately 2 hours.

All graduating students will be directed (after check in) to the correct lineup area inside McKale Memorial Center. The lineup for the processional will be in the corridors on the arena floor level and there will be signs at the bottom of the entrance ramp directing you to your specific area – graduate or undergraduate. CoE staff will be assisting you with the correct line up for the processional. It is very important that you understand the directions they provide and that you stay in line in the correct order.

- Line up in order directed by CoE staff
- **STAY IN ORDER**
- The hallways are concrete and it gets very loud. Try to maintain a reasonable volume so instructions can be heard and the guests in the arena are not distracted by the noise.
- Please refrain from visiting with your guests in the corridor. The hallways are very narrow and we must be able to keep one side clear for staff to pass through and/or for emergencies.
- Follow the directions of staff during the processional and move into the rows as directed to avoid backing up the line.
- Remain standing when you are in the row – until the dean takes the podium and the program begins.
- Follow directions of staff when you are asked to stand and exit your row to proceed to the stage.

All students -when it is your turn to cross the stage, hand your card to the faculty reader at the podium and **do not stop** – proceed as follows:

1. **Graduates** – proceed to the faculty hooder and hand that person your hood – turn and face the audience. As soon as your hood is in place proceed to the dean and dignitaries to shake hands and receive your memento.
2. **Undergraduates** – walk directly across the stage to the dean and dignitaries to shake hands and receive your memento
3. Exit the stage and proceed to the photographer. Professional photographers will be taking photos of each student crossing the stage as well as a posed photo after you exit the stage. GradImages will forward proofs for your review and/or purchase approximately a week after the ceremony. Return to your original seat – follow directions of CoE staff.
4. When the ceremony ends, please remain seated until the faculty has recessed from the platform
5. Students will be dismissed row-by-row by CoE staff and will exit the facility through the Media entrance (the same entrance you came in through) to the reception area. Once outside the building you are free to go your own way or to gather on the north side of McKale for pictures with faculty.

INFORMATION FOR GUESTS

GRADUATING STUDENTS – Please provide your guests with appropriate information concerning parking and entrance to McKale Memorial Center.

PARKING: There is no charge for parking to attend the CoE Convocation. The closest parking is in the Cherry Avenue Garage located at the corner of Cherry Avenue and Enke Drive. Additional parking is available at the Sixth Street Garage at 6th and Santa Rita and at all surface lots south of 6th Street. Parking is free and first come – first served.

*If you take a ticket, please take the ticket with you and stop at the cashier's booth **before returning to your car.*** Tell the cashier you attended the College of Education Convocation and the cashier will validate your ticket for free exit from the garage. If the exit gates are fixed open, you do not need to take this additional step.

Special assistance requests for guests: If you requested special assistance (ASL interpreting, wheelchair seating, etc.) for your guests when you registered, please ask your guests to follow the directions that were provided by our office via email in advance of the ceremony (these details will be sent separately to those who registered with these requests). The best entrance for guests to use is the main (south) entrance – next to the McKale ticket office. Guests who requested special assistance and who are not able to walk long distances may be dropped off in front of McKale Center (next to the ticket office) prior to parking your vehicle. Please pay attention to posted signage for ASL seating, Closed Captioning seating, and Wheelchair seating.

Guest access and seating: Guests will be able to self-select seating on a first-come, first-served basis; there are no tickets. Guest access to McKale Center is through the main entrance (south) next to the ticket office. A limited amount of guest seating will be available on the arena floor level in any section that is not marked “reserved”. Additional seating is available on the lower level (street level) of McKale Center in any section that is not marked “reserved” or “no seating”. Both the arena floor level and the street level are wheelchair accessible from the main entrance.

ASSEMBLY: Following the convocation ceremony, faculty and students will be asked to assemble in the shaded tree area north of the Hall of Champions by their department banners to offer congratulations and to be available for photos with students and their guests. The reception is not mandatory, though we hope you will join us to celebrate.

Please direct any questions to Kerri Sierra-Flores at ksierra@arizona.edu.

STUDENTS! It is YOUR RESPONSIBILITY to inform your guests about the clear bag policy!

McKale Center – Clear Bag Policy

The University of Arizona 2024 convocation ceremonies celebrated in **McKale Center** will enforce game-day rules at all guest entrances including enforcing the clear bag policy and using metal detectors for screening. All guests must abide by the University's [clear bag policy](#) for entry into the arena. The policy limits the size and type of bags that may be brought into our venues. The following is a list of bags that will be accepted for entry:

- Bags that are clear plastic or vinyl and do not exceed 12" x 6" x 12"
- One-gallon clear plastic freezer bags (Ziploc bag or similar)
- Small clutch bags, approximately the size of a hand, after being searched
- Exceptions will be made for medically necessary items after proper inspection, including but not limited to oxygen tanks, diabetes kits, allergy pens, etc.

Prohibited bags include but are not limited to:

- Purses larger than a clutch
- Diaper bags
- Briefcases
- Backpacks
- Fanny packs
- Cinch bags
- Luggage of any kind
- Long golf umbrellas
- Cooler bags
- Computer bags
- Camera bags
- Non-approved seat cushions including large traditional seat cushions that have pockets, zippers, compartments or covers
- Any bag larger than the permissible size, unless credentialed personnel carrying such belonging have been thoroughly searched

NOTE: Prohibited bags may not be placed in a clear bag in order to gain entry. The clear bag is to be used as a substitute for any bag that appears on the prohibited list. This is not a restriction on items you were previously allowed to bring into our venues; it is only a restriction on the type of container used to carry items. Souvenir cups, unopened water, Kleenex and personal items will all be permitted into the arena if carried in one bag that meets the criteria listed above.

Personal items may be enclosed in a small clutch bag, approximately the size of a hand. These small bags will be searched.

The no food and beverage policy will remain in effect, however, medically necessary items will be permitted after proper inspection.

The University of Arizona Bookstores have clear bags available at their various locations or you can purchase online by clicking [HERE](#).