

FALL 2008 GRADUATION INFORMATION

PhD, Masters and Bachelors Degree Candidates

SCHOOL OF NURSING

TEXAS HALL

Thursday, December 11, 2007

Ceremony -7:00 p.m. (Arrive at 6:15 p.m.)

Tickets are required for all guests. Each student will receive 15 tickets.

1. You must **immediately** apply for graduation at the Graduation Office in Davis Hall, room 129, if you have not already done so.
2. It is essential that we have the names of all students who plan to participate in the graduation ceremony in order to prepare name cards and plan seating arrangements. We will announce the planned future employers of our graduates and their specialty areas. To verify your attendance you must **fill out and submit the “Commencement Attendance” Form by Friday, November 21, prior to picking up guest tickets.**
3. Caps, gowns, tassels, hoods and invitations may be purchased through the UTA Bookstore. Bachelor candidates should purchase a cap, gown and tassel. Master’s & PhD candidates should purchase a cap, gown, tassel and graduate hood. Graduates may also wear Academic Honor Society cords, such as Sigma Theta Tau.
4. You are urged to **leave purses or valuables at home** or arrange for someone to keep personal belongings, as **we cannot be responsible for items left behind or on stage.** If you bring personal items such as cameras and eye glasses into the auditorium during the ceremony, you should plan to take them with you when you cross the stage since you may not return to the same seat afterwards. **DO NOT bring pagers, cell phones, etc.** Using cell phones and or text messaging is not allowed during the ceremony.
5. Tassels on caps are to be worn on the right side for the processional.
6. Hoods are carried over the left arm and turned so that colors show. Someone will be available to help you with this.
7. Seating for guests will be on a first-come first-served basis. Therefore, it is recommended that your guests arrive early.

TICKETS:

Graduates MUST RSVP PRIOR to picking up Guest Tickets.

- a) Each Student will be able to receive **15** tickets.
- b) Tickets will be available beginning November 17, 2008, from 9a.m.-4:30p.m.
- c) On December 5th, beginning at 9a.m., all remaining tickets will be distributed on a **FIRST COME-FIRST SERVED** basis.
- d) Please pick them up from Oretha Wilson, on the 6th floor of Pickard Hall.
- e) **Graduates must show identification and sign for guest tickets.**

ASSEMBLE FOR PROCESSIONAL

1. **Be at Texas Hall at 6:15 PM.** Enter at the back entrance on the west side of the building and go upstairs. If your **guests** arrive with you, they **must use the (east) front entrance** into the auditorium.
2. You should pick up your name card at the tables located inside the rear entrance of Texas Hall.
3. After receiving your name card, proceed to the designated section in the bleacher area.
4. Please make sure you line up numerically, in ascending order, according to the number on your name card.

CEREMONY PROCEDURES

1. Stand when your group is asked to, and proceed to the announcer.
2. Hand your name card to the announcer; your name will be announced as you cross the stage. If your name is especially difficult or is likely to be mispronounced, phonetically spell the name on your card and quietly pronounce it for the announcer as you hand her your card.
3. Master's students: Carry your hood over your left arm; proceed to the graduate program representative on stage, hand him/her your hood, turn to face audience and be hooded. Proceed across the stage to the dean, accept certificate and shake hands.
Bachelor's students: Proceed to the bachelor's program representative on stage, shake hands; proceed across the stage to the dean, accept certificate and shake hands.
4. Proceed back to the seating area and be seated. (Remember, you may not get to return to the same seat you had previously.)

**RETURN THIS PAGE ONLY IF
YOU DID NOT RSVP USING THE ONLINE FORM**

GRADUATION ATTENDANCE

PhD, Masters and Bachelors Degree Candidates

SCHOOL OF NURSING

TEXAS HALL

Thursday, December 11, 7:00 p.m.

Arrive by 6:15 P.M.

Submit online (www.uta.edu/nursing/graduation/rsvp) or return this form

by Friday, November 21, 2008 to the Receptionist

Oretha Wilson, School of Nursing, 6th Floor Lobby

Or E-Mail: oretha@uta.edu

FAX to: (817) 272-5006

_____ **Yes, I will be in attendance.** (You must return this form or respond online)

_____ **No, I will not be in attendance.** (You may respond by E-Mail to: oretha@uta.edu)

Please PRINT or TYPE all information. Please list your name exactly the way you would like for it to be announced at the ceremony. (Include pronunciation information, if needed.)

NAME: _____

(Pronounced: _____)

Degree: ___ Bachelor of Science in Nursing

___ Master of Science in Nursing

___ PhD

___ RN-BS in Nursing

___ Formal Post-Masters Certificate

(MSN & Post MSN Specify Specialty:

_____ ACNP, ACPNP, ANP, ENP, FNP,
GNP, PNP, FPMHNP(Family), APMHNP(Adult), ADMIN,
MSN/MBA, MSN/HCAD, MSN/MPH

Honors: ___ Sigma Theta Tau

For Graduation Photographer-

Forwarding or permanent address:

Street

City State Zip

Telephone Numbers: (home) _____

(office) _____

Where you plan to work after Graduation:

Employer (ie: Parkland, MCA, etc.)

Specialty Area (ie: OR, Peds, etc.)