

A Graduate's Guide to Graduation and Commencement

Here's What You Need To Know To Get Your Diploma

And Walk Across The Stage

You've made it this far, and things are getting exciting now that you're in your last semester of academic work. We hope you finish strong!

We're here to help you get to the finish line!

There are important things you need to do if you want to get a diploma and walk across the stage. Please be sure to read this entire document to make sure you are current on all "To-Do" items.

BASICS

First, know the difference between Graduation and Commencement:

Graduation refers to the actual awarding of degrees.

- The Office of Records handles graduation and the mailing of diplomas.
- STUDENTS must let the University know they are finishing their academic program and will be eligible to receive their degree and diploma. Students must apply to graduate on MyMav even if they do not plan on attending the commencement ceremony.

Commencement is the ceremony where students walk across the stage.

- The College of Engineering Commencement Ceremony is one of the largest at UTA. The earlier students make their intent for attending Commencement known, the better!
- The Dean's Office of each UTA college handles their own commencement ceremony. For the College of Engineering, that is Tracey Faulkinbury.
- Commencement ceremonies are held in May, August and December. To get a full idea of what happens at Commencement, watch a previous ceremony at <https://www.uta.edu/commencement/photos-videos/index.php>

What Happens at Commencement?

- The commencement ceremony is where candidates for degrees can gather with family, friends, and other students to celebrate their achievements at UTA -- it is sometimes called the "graduation ceremony."
- Participation is optional.

And What Doesn't?

- Participation in the ceremony is not an indication that a degree was awarded.
- Final grades are not posted until after the ceremonies occur, so the awarding or denial of degrees does not happen until after the ceremonies are over.
 - No diplomas are distributed at the ceremony. Graduates receive a diploma cover on stage during the ceremony. Diplomas will be mailed about 6-8 weeks after grades are posted to the permanent address listed on their MyMav account.

It's as easy as 1, 2, 3!

1. Apply to Graduate and RSVP to the Commencement Ceremony
2. Order Regalia
3. Download Tickets

STEP 1: APPLY AND RSVP

- Apply to Graduate and RSVP for the Commencement Ceremony
 - Log into My Mav
 - Click on Academic Progress from the main screen
 - Click "APPLY FOR GRADUATION" from the list of links on the left side of the page
 - Click on "APPLY TO GRADUATE" button on the right side of the page in the program information box
 - Select the graduation term, read all of the instructions and click "CONTINUE"
 - Next, indicate plans to participate in the Commencement Ceremony and answer a few questions. STUDENTS MUST RSVP "YES" on MyMav to be on the list to get tickets
 - On the next screen, verify information, then Click "SUBMIT APPLICATION"
- Students will receive a notification via their UTA email account that the application for graduation has been received.
 - Graduation fees are batch posted, so the fee will not appear in the MyMav account immediately.
 - Once the graduation application status is listed as "In Review" the fee has been added to the account.

Changing Participation in Ceremony RSVP

Students may change their answer about attending until about one month prior to the ceremony.

- Log into My Mav
- Click on Academic Progress from the main screen
- Click "APPLY FOR GRADUATION" from the list of links on the left side of the page
- Select "Commencement RSVP" to view/edit response

- If it is less than one month until the ceremony, students will need to email Tracey Faulkinbury (tracey@uta.edu) to change their RSVP.

Deferring Participation in Commencement

- Students who are unable to walk at the time they finish their degree may walk the next long semester.
- Previous graduates will not be able to RSVP to a later ceremony on MyMav because they will lose access to MyMav after graduation. They will need to fill out the form at <https://common.forms.uta.edu/view.php?id=4963> to be added to the list manually. They will not get a reminder to do this.

International Students

- Students whose family members requires a visa to visit the U.S. and need a letter to attend the ceremony may apply for a letter at <https://www.uta.edu/academics/schools-colleges/engineering/students/commencement/invitation-letter-request>.

DEADLINES

- March 2: Deadline to apply to graduate on MyMav for Spring 2020 semester (additional fee is assessed if applying to graduate after this date)
- July 1: Deadline to apply to graduate on MyMav for Summer 2020 semester (additional fee is assessed if applying to graduate after this date)
- October 1: Deadline to apply to graduate on MyMav for Summer 2020 semester (additional fee is assessed if applying to graduate after this date)
- Late graduation applicants will owe a late fee and may miss their opportunity for their name to appear in the commencement program.

IF STUDENTS HAVE MISSED THE DEADLINE TO APPLY TO GRADUATE, FOLLOW THESE STEPS:

- Apply for graduation in the next available semester on MyMav
- RSVP for the ceremony as if the question is about the semester you want to graduate, not the semester showing on MyMav
- Meet with Departmental Advisor/Admin to request moving graduation back one semester
- If approved, the advisor will need to email Senior Associate Dean Lynn Peterson to request approval of the student's request
- If Dr. Peterson approves the request, she will notify the registrar
- The Registrar will then manually update the graduation application to the semester requested and email student (and copy advisor/admin, Dr. Peterson) to let them know the status

MASTER'S AND PhD DEADLINES

- Graduate students have additional deadlines and requirements for defense/exams/dissertation submissions. Do not disregard these deadlines.
- *DOCTORAL GRADUATES*: Doctoral students must submit the Dissertation Defense Report showing the dissertation has been defended successfully to the Office of the Registrar no later than one week before the first scheduled university Commencement ceremony in order to participate in any college/school ceremony. The Office of the Registrar will send a list of all doctoral students who have not defended their dissertations to each academic dean immediately after this deadline has passed. The Dean will inform these students that they will not be allowed to participate and the Dean will invite them to participate in a Commencement Ceremony taking place in a later semester after they have met all requirements for their degree. Doctoral students who do not participate in Commencement may still graduate and receive their degrees in that term if they complete their defenses and other requirements by deadlines set by the Office of the Registrar.

STEP 2: ORDER REGALIA

- Graduation candidates must wear regalia to participate in commencement.
- Students are responsible for contacting the UTA Bookstore and ordering their commencement regalia.
- Take care of this as soon as possible. There is a deadline to place orders. Doctoral candidates should order their regalia EXTRA early!
- Make sure to take it out of the packaging to make sure it is the correct item and have all required pieces (including tassels, zipper pulls, etc.).

Bachelor's degree Candidates



Gowns

UTA set is black with blue and orange trim on sleeves and zipper coin medallion

All black is also acceptable

Sleeves are straight cut at bottom

Cap

Mortarboard (flat, square) style

Tassel

Orange

Cords (UNDERGRADUATE STUDENTS ONLY)

Latin Honors

- Students who receive Latin honors (Cum Laude, Magna Cum Laude or Summa Cum Laude) will receive an email early in the semester regarding their status. They may purchase gold cords from the UTA Bookstore. Student's name must be on the list provided to the Bookstore to purchase the cords.
 - **Cum Laude:** overall GPA is 3.500 – 3.699 OR (overall GPA is 3.300 – 3.499 and the GPA for last 45 semester hours in residence is 3.500 – 3.699).
 - **Magna Cum Laude:** overall GPA is 3.700 – 3.899 OR (overall GPA is 3.500 – 3.699 and the GPA for last 45 semester hours in residence is 3.700 – 3.899).
 - **Summa Cum Laude:** overall GPA is 3.900 – 4.000 OR (overall GPA is 3.700 – 4.000 and the GPA for last 45 semester hours in residence is 3.900 – 4.000).
- For the Commencement program, GPA is figured based on the second-to-last full semester's grades, and do not include the grades for the student's final semester, as these grades are not final until AFTER the graduation ceremony. Students will receive an

email if they qualify for this honor. If no email is received about honor cords, then student did not qualify.

- For diplomas and transcripts, GPA is recalculated after final grades are posted and any changes to Latin honors will be noted on the diploma and transcript.

Co-Op/Internship and Undergraduate Research

- Students who completed a co-op or internship may purchase a red cord from the UTA Bookstore.
- Students who participated in independent (non-mandatory) research may purchase a purple cord from the UTA Bookstore. Senior design is not a qualifying circumstance

Other Cords and Stoles

- Honor societies and student organizations may offer cords or stoles for purchase.

Master's Degree Candidates



Gowns

- UTA Set is black with blue velvet front and zipper coin medallion
- All black is also acceptable
- Sleeves are elongated at bottom

Hood (REQUIRED)

- Orange velvet

Cap

- Mortarboard (flat, square) style

Tassel

- Orange

Stoles, Cords and/or Medallions

- Latin honors cords and undergraduate research cords are not applicable
- Honor societies and student organizations may offer cords or stoles for purchase

Doctoral Degree Candidates



Gowns

- UTA Set is black with blue velvet front and stripes, and zipper coin medallion
- All black is also acceptable
- Sleeves are elongated at bottom

Hood

- Royal blue velvet

Cap

- Tam (soft) style is preferred
- Mortarboard (square) style is acceptable

Tassel

- Gold

Stoles, Cords and/or Medallions

- Not applicable

CAP DECORATION IS ENCOURAGED, SO GET CREATIVE!



Souvenir Program

Students must ensure that their privacy preference settings in MyMav are set to allow the inclusion of their name in the commencement program.

- To ensure inclusion in the printed booklet that is distributed at each ceremony, students should make this change no later than at the time of application for graduation. For more instructions, please visit <https://www.uta.edu/records/downloads/navigation-mymav-commencement-inclusion.pdf>

- The student's name and degree will only be printed in the program when they finish, NOT if they walk later.
- Names will appear in the program as it appears on MyMav in the "Primary Name" field. To change how it reads, students will need to submit a name change request at <http://www.uta.edu/records/services/name-change-request.php>



STEP 3: Download Tickets

We understand that Commencement is a time that graduates want to celebrate with all of their friends and family. The capacity limits of the CPC, however, are absolute due to fire safety codes.

To be fair to all students, we are not able to make special accommodations regarding additional tickets, regardless of personal circumstances such as number of family traveling in and so on.

Students should make plans based on the number of tickets they are able to claim, rather than the number of tickets they may want.

IMPORTANT POINTS ABOUT TICKETS:

- Engineering graduates who have registered for the ceremony by TBD will have up to six (6) tickets reserved in their name. Students must claim these tickets in Ticket Offer 1.
- Students must download their GRADUATE Ticket in Ticket Offer 1. If it is not downloaded in Ticket Offer 1, it will be sent to students after Ticket Offer 3 ends.
- Tickets are not guaranteed after Ticket Offer 1. If students do not claim their tickets in Ticket Offer 1, there is a possibility they will not be able to get ANY tickets.
- It is up to students to claim their tickets during each ticket offer.
- Students who register by the deadline will be eligible for each of the three Ticket Offers.

- Students who register after the deadline will not be eligible for the 6 guaranteed tickets.
- Set reminders, such as on a phone or calendar, to remember to claim guest tickets. Do not rely on external reminders, such as emails or Canvas notifications.
- Everyone over the age of 2 must have a ticket to enter the building.
- Students should be respectful of their fellow students and not download more tickets than they need. If students have extra tickets they are not going to use, they may give them to a friend in need or email them (tickets are PDFs) to tracey@uta.edu for redistribution.
- Typically, 20-25% of claimed tickets go unredeemed. Students should not take tickets if they are not going to use them. It creates unnecessary stress for everyone.
- If guaranteed seat tickets sell out, Standby tickets will become available (if necessary, Standby A, Standby B, Standby C, etc.).
- College Park Center will let standby ticket holders in 15-20 minutes before the ceremony begins.
- ALL ticket holders will most likely be allowed to enter the building. There has never been a completely full house for the College of Engineering ceremony. So don't panic. Patience is the name of the game!

EXAMPLE OF TICKETING TIMELINE*

- About 5 weeks before ceremony: Deadline to register to get the maximum number of guest tickets
- Ticket Offer 1:
 - About 4 weeks before ceremony: Students receive email from UTA with instructions on downloading tickets for Ticket Offer 1
 - Next day @ 10 am: Ticket Offer 1 Opens
 - Six days later @ noon: Ticket Offer 1 Closes
- Ticket Offer 2:
 - About 3 weeks before ceremony: Students receive email from UTA with instructions on downloading tickets for Ticket Offer 2
 - Next day @ 10 am: Ticket Offer 2 Opens
 - Six days later @ noon: Ticket Offer 2 Closes
- Ticket Offer 3:
 - About 2 weeks before ceremony: Students receive email from UTA with instructions on downloading tickets for Ticket Offer 3
 - Next day @ 10 am: Ticket Offer 3 Opens
 - Six days later @ noon: Ticket Offer 3 Closes

*Exact dates for the current semester will be posted at <https://www.uta.edu/academics/schools-colleges/engineering/students/commencement/ticket>

COMMENCEMENT DAY

- Doors open at 1:30 pm for GRADUATES. Arrive NO LATER than 2:15 pm. If something comes up and you cannot attend, it's not a problem. You don't have to notify us.
 - Doors open at 2 pm for GUESTS (Guests enter at Gates 2, 3 or 4 only)
 - Graduates should not bring ANY bags, backpacks or purses.
1. Graduates will enter College Park Center (CPC) through the GATE 1 ENTRY near the intersection of Spaniolo Drive and 3rd Street.
 - Doors will open at 1:30. Arrive no later than 2:30.
 - Graduates must have a ticket to enter the GATE 1 ENTRY. If you do not have a ticket, you must have ID and a police officer will be at that entry to verify your identity.
 - ONLY graduating students and faculty will be allowed to enter through these doors. A staff member will direct you to the correct check-in location.
 - You must wear regalia (cap and gown) to participate. Master's and Ph.D. candidates must also have hoods. NO EXCEPTIONS. Master's students may don their hoods before or upon arrival. Ph.D. students will be hooded on stage.
 2. Find your assembly location:
 - Ph.D. candidates and Master's Candidates: Practice Gym A (first gym on the right when you get to the bottom of the stairs inside Gate 1)
 - Bachelor's Candidates: Practice Gym B (second gym on the right when you get to the bottom of the stairs inside Gate 1)
 3. Check in at the Registration table. You will receive a card with your information on it. Do not fold, roll or lose your card.
 - The Announcer will names of graduates from the cards they are handed, not from a list.
 - Do not fold, roll or otherwise damage it.
 - Hold onto it and take it to the stage with you.
 - Give it to the Announcer at the top of the ramp.
 - Leave your program at your seat.
 4. Fill out the information on the back of the name card. This is there for the photographer to be able to send you a proof of your photograph(s).
 5. Find the color-coded rows for your department that match the color of your name card and find your seat:
 - Students will be lining up alphabetically within each department. Namecards and seats have a row and seat number so you can easily find your place.
 - PhD graduates are grouped together (neon pink cards/signs):
 - Students will be lining up by department (BE, CE, CSE, EE, IMSE, MSE, MAE) and then alphabetically within each department.
 - If two students have the same supervising (hooding) professor, you will be in order by the last name that comes first in the alphabet
 6. Listen to instructions provided by the announcer
 7. Follow the line leader in a single file line to your seat in the Arena.
 8. Stay standing at your seat in the Arena until told to sit.

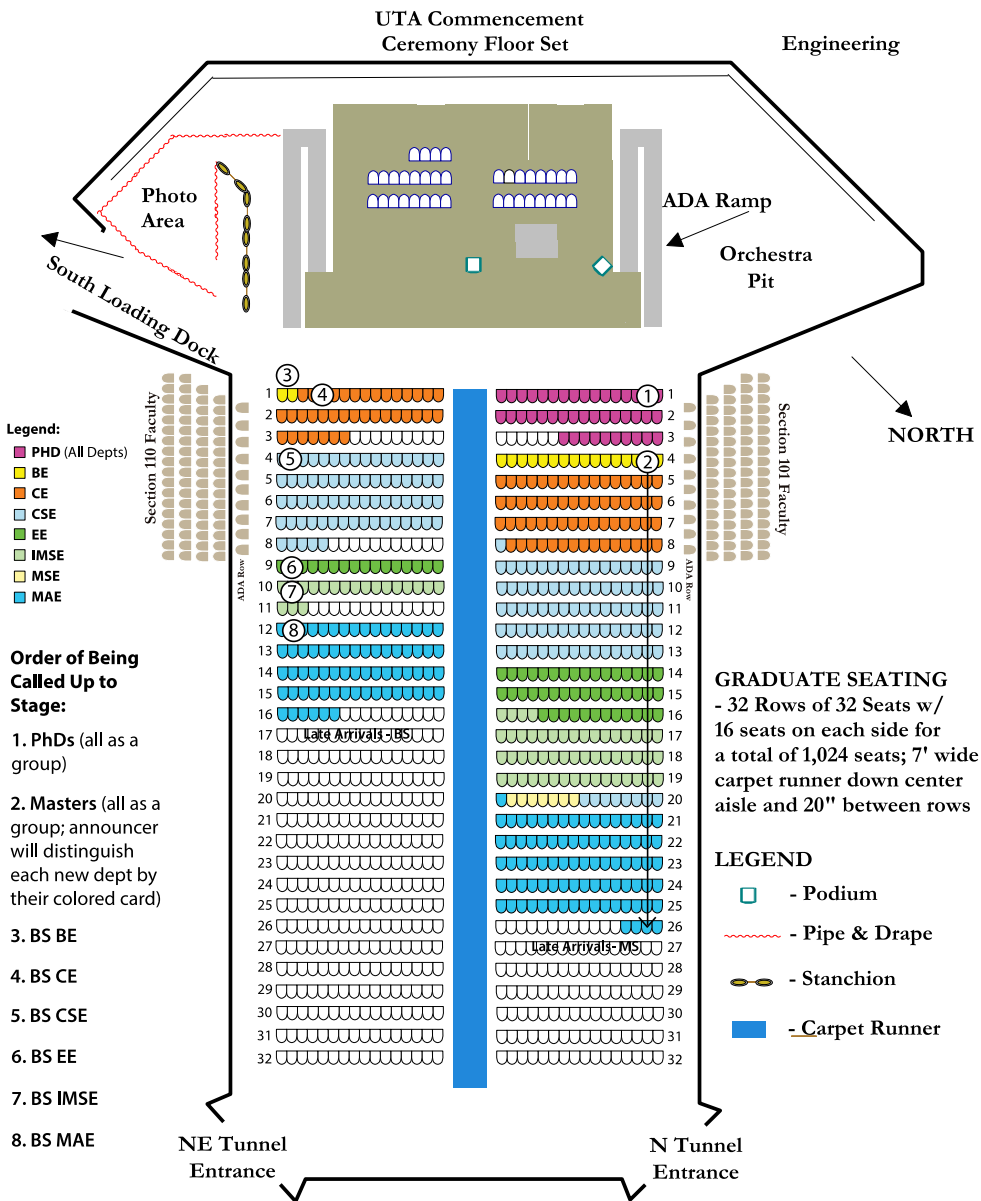
- Once all students and stage party have arrived, the provost will call the ceremony to order.
 - The ROTC Color Guard will present the flags; the National Anthem will begin.
 - Everyone will then be seated.
 - *The order of the ceremony:*
 - Introduction of special guests
 - Remarks by the dean and speaker
 - Presentation of candidates: PhDs, then Master's, then Bachelor's
 - The Wave
 - Alma Mater and Conferral of degrees by the president
 - Maverick Ring turn
 - Tassel turn (Bachelor's candidates only)
 - Hat Toss
 - Recessional (Stage party first, then other faculty, then students, front aisle closest to the middle aisle first then the rest of the rows in order to the back).
9. Rise and go to the stage when called forward. A coordinator in a black gown will escort your group to the stage ramp. BRING YOUR NAME CARD WITH YOU TO THE STAGE. THE ANNOUNCER READS YOUR NAME FROM THE CARD YOU HAND TO THEM.
 10. Hand your name card to the announcer's assistant at the top of the ramp and proceed across the stage when she begins to read your name. Do not wait until she is finished to begin moving.
 11. Receive your diploma cover and shake the dean's hand.
 12. Proceed across the stage to shake hands with the president, provost, speaker and your department chair. Exit the stage via the second ramp.
 13. Have your photo taken in front of a green screen that is set up offstage.
 14. Walk back to your seat and be seated. All graduates and their guests must remain for the entire ceremony out of respect for all graduates. Any graduate or guest who is excessively disruptive during the commencement ceremony will be removed from College Park Center.
 15. The dean will then ask you to demonstrate the wave (front to back). You will practice this in the gyms before you process into the arena.
 16. Stand when instructed for the singing of the Alma Mater and degree conferral by the president.
 17. (All candidates) Turn your Maverick Ring, if you have one, when instructed.
 18. (Bachelor candidates only) Turn your tassel when instructed.
 19. (All candidates) Toss your caps into the hat on the count of 3
 20. Follow the faculty out of the building during the recessional at the conclusion of the ceremony. Everyone must immediately exit from the building following the ceremony and may meet their family and friends in the Moritz Plaza pedestrian area (the street will be closed off for the graduation ceremonies).

Hoarding Procedure for Doctoral Candidates

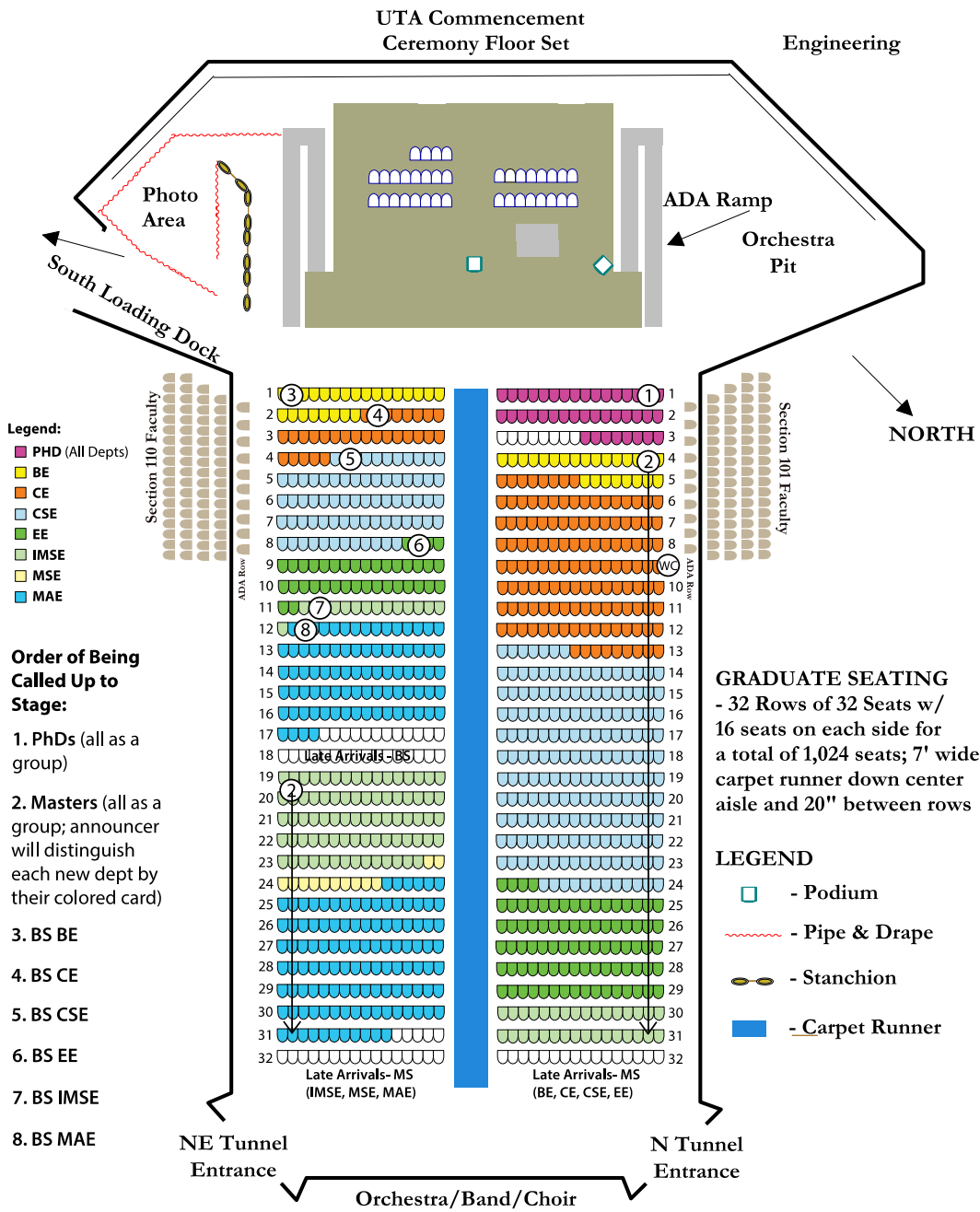
1. Give your name card to the announcer's assistant.
2. Move toward your professor who will be waiting for you between the announcer's podium and the diploma cover table.

- Open your hood and hand it to your professor with the pointed end up, satin side facing you and the velvet side facing your professor. We will practice this in the gyms.
- Turn around to face the audience.
- The Professor will then place the hood over your head. Your professor will be on a riser to reach over you to hood you.
- Stand and turn to your professor and shake their hand. Continue across stage.

TYPICAL FALL COMMENCEMENT SET UP



TYPICAL SPRING COMMENCEMENT SET UP



The diagrams above show approximate location of each degree/department so you can tell your friends and family where to see you seated on the arena floor.

WHAT HAPPENS NEXT?

- Don't wait until the last minute to send any transcripts from other institutions. Get them sent as early as possible! Waiting to send them in may delay the diploma from being awarded.
- Pass final classes, pay all outstanding bills and fees, and settle all remaining holds.
- After final grades post, degree plans will be reviewed to ensure all requirements are met.
- Academic transcripts will be updated to show degree conferrals.
- Students who meet degree requirements will be sent an email stating that their degree was awarded and will later receive their diploma via US mail approximately 6-8 weeks after degrees at the Permanent Address listed in MyMav.
- Students who do not meet degree requirements are sent an email stating their application for graduation is denied and should see their advisor for assistance.
- Students who are denied must reapply for graduation for a future term -- graduation fees and applications are non-refundable and non-transferrable.

QUESTIONS OR CONCERNS?

If you have questions about Graduation (finishing your degree plan and officially earning your degree), please contact your academic advisor.

If you experience difficulty accessing or submitting the Application for Graduation, contact the Graduation Helpdesk at gradteam@uta.edu or contact the following:

Undergraduate Programs: Phyllis Bazile, phyllis.bazile@uta.edu or 817-272-2578

Graduate Programs: Mistie Maskil, mistie.maskil@uta.edu or 817-272-6493

If you have questions about Commencement (walking across the stage) and your question has not been addressed by this document or the College of Engineering Commencement website, please send an email to tracey@uta.edu.

Other Important Links:

Bachelor Candidates: <https://www.uta.edu/commencement/graduates/bachelors.php>

Master's and Doctoral Candidates: <https://www.uta.edu/commencement/graduates/masters-doctoral.php>

Parking and Guest Information: <https://www.uta.edu/commencement/visitors/index.php>

FREQUENTLY ASKED QUESTIONS

Q1: What do I need to do to indicate that I intend to participate (“walk”) in the Commencement ceremony?

When you APPLY TO GRADUATE on MyMav, you will also indicate whether or not you intend to walk in the ceremony. There is a nominal fee charged by the University that will be added to your account for applying to graduate. This fee covers the cost of processing your diploma. There is no additional charge to participate in the ceremony. Whether you participate or not, the fee is the same. Once you apply to graduate, you will appear on a list of eligible graduates that the College receives from the Registrar.

Q2: I missed the deadline to apply to graduate. What do I do now?

1. You need to APPLY TO GRADUATE on MyMav. You will need to select the next available semester as your intended graduation date (it will be changed on the backend after you complete the next steps). You will have to pay a late fee in addition to the graduation fee. This will show up on your MyMav account after the process is completed. Fees are batched processed and do not show up right away.
2. You must email your departmental advisor and ask them to petition the dean's office for permission to move your graduation date to the current semester.
3. Your advisor will then fill out a form for you and email Dr. Lynn Peterson in the dean's office to certify that you are eligible to graduate.
4. Dr. Peterson will email the registrar and ask them to make the change in MyMav to the current semester.
5. The Registrar will make the change in your record and assess your fees.

Q3: I am finishing this semester, but I want to delay my walk. What do I need to do?

When you apply to graduate on MyMav, you will indicate that you will not attend the Commencement Ceremony. You will still receive your diploma in the mail 6-8 weeks after the final grades are submitted for your final semester. You will need to fill out a separate registration form at <https://common.forms.uta.edu/view.php?id=4963> because after you graduate, you will no longer have access to MyMav. We will have to add you manually to the system if you are walking in a later semester. Do this after the beginning of the semester that you wish to walk to let us know you intend to participate. You will NOT receive a reminder to register for future ceremonies. Please see below for new restrictions on the amount of time you may delay your participation.

Q4: I graduated in a previous semester but did not walk at the time; can I participate in the Commencement ceremony now?

Yes, with caveats:

As of June 1, 2017, the university rule states that graduates may ONLY walk either the semester they finish their degree or the following long semester. For example:

- If you finish in August 2020, you may either walk in August 2020 or December 2020
- If you finish in December 2020, you may either walk in December 2020 or May 2021
- If you finish in May 2021, you may walk in May 2021 or December 2021.
 - Graduates who finished their degrees in May 2017 or before are grandfathered in to a previous rule of no time restriction for walking.
 - This change is due to the fact that we have a limited amount of space and a growing class of graduates. We have to accommodate those finishing that semester first and then accommodate others as space allows.
 - The university rule may be extended on a case-by-case basis, depending on the size of the graduating class. If space permits, graduates may be allowed to extend longer than the rule above states.

Q5: Will my name and degree information appear in the printed Commencement program?

In order for your name to appear in the program, you must not have restricted directory information in MyMav. If you have not restricted this information, your name and degree information will appear in the program for the ceremony that occurs at the end of the semester that you finish your degree requirements. There is no way to re-publish this information if you defer your participation until a later date. Please note that if you apply to graduate after the deadline, your name will not appear in the program, as they are printed well in advance of the ceremony. The PDF version of the program may be updated after the print deadline.

There will be some extra programs in the dean's office after the ceremony, if you want to pick one up for your records.

NOTE: Your name will appear as it appears on MyMav in the "Primary Name" field. If you want to change how it reads, you will need to submit a name change request at <https://common.forms.uta.edu/view.php?id=111374>.

Q6: I am finishing this semester, and I want to walk now with my friends, but my parents can't come until next semester. Can I participate in the Commencement ceremony twice?

No. Unfortunately, because our graduating class is so large, we are unable to accommodate students who wish to walk more than once. You will need to pick which ceremony you wish to attend.

Q7: I am scheduled to complete the academic requirements on time, but I may not be able to participate (for example, I may not pass my thesis defense/dissertation defense or my family may not be able to attend). What should I do?

Please sign up for the ceremony on MyMav. It is better for our planning purposes to have you on our list and count you (even if you ultimately do not show up) than have you show up without us being prepared for you.

Q8: I don't know if I'm going to pass all of my classes. Can I still participate in Commencement?

If, to the best of your knowledge, you are currently meeting the requirements of your MyMav degree plan, then you may walk that semester. No one who crosses the stage has officially passed all of their classes because grades are not due until the week after graduation. However, if you are aware that you will definitely fail a class or have to take another class to complete your requirements in the next semester, then you may not walk that semester.

Q9: I registered to walk but now my plans have changed and I want to delay my walk. What should I do?

Go into MyMav and change your RSVP to select a different participation status. Please update your status as soon as you know that your situation has changed. If the option is no longer available to change your RSVP on MyMav email tracey@uta.edu to change your RSVP.

Q10: I am planning to graduate in the summer, but I want to participate in the spring ceremony before I finish my degree. Can I do this?

No. You must be in your final semester and be expected to complete all of your requirements for graduation before you may participate in the ceremony. If you finish your degree in the summer, you may participate in the August or December ceremony. You may not “walk” early in the May ceremony. There are no exceptions to this rule.

Q11: What happens after I RSVP on MyMav for the Commencement Ceremony?

When you register, you become part of the database of all students who are going to walk for that ceremony. You will receive an email from the University with information on how to download your tickets about five weeks before the ceremony. Name cards that you will give to the announcer are generated; you will receive this name card when you check-in at the ceremony location on the day of the Commencement. You cannot walk if you do not register in advance and have a name card produced.

Q12: When will I know how many tickets I will be able to receive?

The University decides how many tickets each student will be able to download six weeks prior to the ceremony. This number is based on the capacity of the College Park Center divided by the number of graduates anticipated to participate for each college. The number of anticipated graduates varies for each ceremony, so the number of tickets may change each semester. Most likely, we will be able to provide up to six tickets in the first ticket offer. However, please be

respectful of the process and do not download more tickets than you will actually use, so that every student may have enough tickets for all of their guests. Please note that it is ILLEGAL to scalp or sell tickets to commencement.

Q13: Why didn't I receive an email from the University about my tickets?

You must have registered for the ceremony to be on the ticketing mailing list. If you registered, but did not get an email, check your clutter/junk/spam folder. Please white list "tracey@uta.edu" and "maverickcommunications@uta.edu" so you don't miss any important emails. See <https://www.uta.edu/academics/schools-colleges/engineering/students/commencement/ticket> for specific ticketing dates as they become available. If you register after this date, we will have to manually send the tickets to you.

Q14: What does it cost to participate in Commencement?

There is no charge to participate in the Commencement ceremony. The only costs to participate are the costs associated with buying your regalia (cap and gown). Tickets are free of charge to all guests.

Q15: What do I wear to Commencement?

All students are required to wear cap and gown (and hoods for master's and Ph.D. graduates). Military uniforms are not allowed to be worn to cross the stage. You are welcome to wear your military uniform under your gown, but if you take off your gown before attempting to cross the stage, you will not be allowed to participate.

Q16: How are cords awarded?

Cords to be worn with your cap and gown are only for baccalaureate candidates. Latin honor cords (cum laude, magna cum laude and summa cum laude) are determined by the Registrar and are based on the scale on the "REGALIA" page on this website. Grades for your final semester are NOT part of the calculation for Commencement/cord purposes. All decisions of the Registrar are final and cannot be adjusted or waived by the College of Engineering.

Q17: Do children and babies need tickets?

Anyone over the age of 2, or anyone requiring a seat, needs a ticket to attend.

Q18: How long does the ceremony last?

Approximately two hours.

YOU'RE ON YOUR WAY!

Stay in Touch

Let us know about your successes and we'll celebrate with you.

Stay Involved

Join the Alumni Association to network, and keep up-to-date with us.

Share Your Experience

Talk about your alma mater with your friends and work colleagues.

Pay It Forward

Encourage young people to become interested in engineering, whether that's at UTA or elsewhere. The world needs more of you!