

Student 2008 Commencement Ceremony Packet

Commencement Ceremony is the annual ceremony held by Touro College's Graduate School of Education and Psychology to honor the graduates of the 2007-2008 academic year. Please read through this FAQ carefully; there are important deadlines for participation. Even if you qualify for graduation, missing a deadline may prevent you from participating in the ceremony!

Frequently Asked Questions

Can I participate in Commencement Ceremony?

- You may apply to participate if you apply for, qualify for and receive a September 2007, January 2008, and June 2008 graduation date.
- If you have a grade of incomplete or any other academic issue preventing you from qualifying as a graduate during academic year 2007-2008, you do not qualify to attend the 2008 Commencement Ceremony as a Touro Graduate.
- Attendance at Commencement is optional.
- Graduation fees apply to all students regardless of attendance at the ceremony.

How do I apply to attend?

When you apply for graduation through your academic program, simply check the box where you are asked if you wish to attend the ceremony.

What dates should I know for participating in Commencement Ceremony?

- **May 1:** Last day to apply for a June 2008 Graduation date.
- **May 5-9:** Graduate candidates may pick up their Commencement Packets.
- **June 3-7:** Release of extra tickets (if any are available).
- **June 12:** Commencement Ceremony
- **TBA:** Portrait photography for Commencement & Graduation. Please check the GSEP website for details.

What time is the ceremony? When should I get there? How should I dress? Can I get in if I'm late?

- Commencement ceremony begins at 11:30am on Thursday, June 12, 2008. Admittance to the building begins at 10:30am. Graduate participants must arrive no later than 11:30am.
- Any individuals arriving later than 11:30 may be denied entrance to the ceremony or may be seated in the audience, at the discretion of Touro College and Madison Square Garden staff.

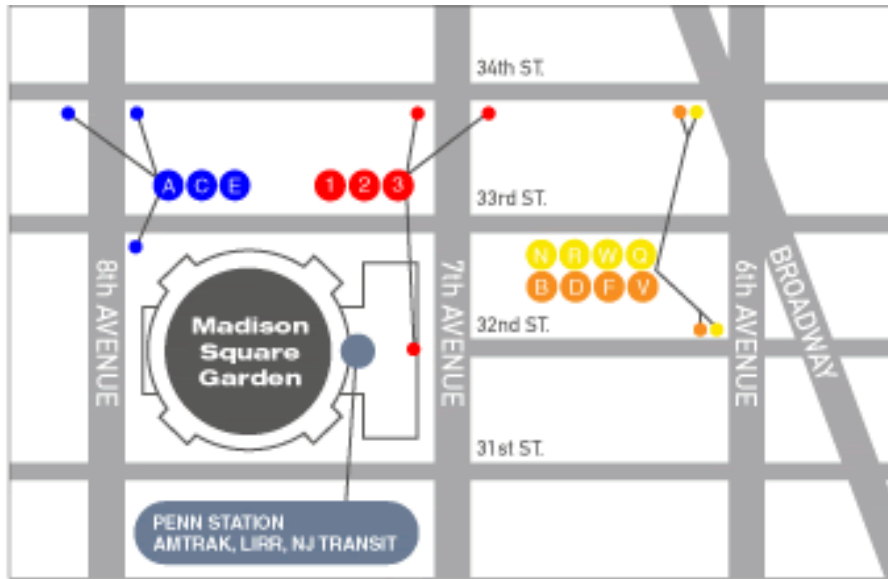
- Please dress “casual smart.” Please do not wear jeans or t-shirts.

How do I get my cap and gown?

When applying to participate, please indicate your measurements. From May 5-9 you may come to pick up your “Commencement Packet” which contains your cap and gown, tickets, directions to the location, and update sheet.

Where is the ceremony being held?

The Theater at Madison Square Garden (MSG). [Here is a map of the location:](#)



How can I find directions, parking or a nearby hotel?

For detailed information, please visit the MSG information website:
http://www.thegarden.com/inandaroundgarden_directions.html

Are there disability accommodations?

Yes: MSG has entrance and seating accommodations for physically challenged participants and guests. For details, please contact MSG Disabled Services: (212) 465-6034.

Can I bring food or beverages to MSG?

No: Outside food and beverages are not permitted in MSG.

Can my guests/relatives take pictures?

- Flash photography during the Ceremony is discouraged.
- Tripod-mounted video recording is not permitted under any circumstances.

- Touro is contracting with a professional photography service to have photos of the ceremony. These will be available to you through that service. Information will be provided in your Commencement Packets.

I'd like to contact MSG to obtain more information; how can I do that?

- Visit their website at: http://www.thegarden.com/A_Z_main.html.
- Contact MSG by phone: MSG Guest Services: (212) 465-6225.

How many tickets do I get for guests? Do I have to bring my ticket to the ceremony? Can I bring an extra family member without a ticket? Do children need tickets?

- Each candidate will be given one (1) **candidate ticket** for admittance to the ceremony. This ticket is non-transferable to guests or other participants. Without a ticket, you may be either delayed or denied entrance to the building.
- Each candidate may receive up to three (3) **“guest tickets”**. Children age two and older need a guest ticket for admittance. Your family and guests will not be admitted without a ticket under any circumstances. Presenting these tickets is the only way MSG security will admit your guests to the hall.
- Children two years of age and older must have a guest ticket for admittance.
- Guest tickets and candidate tickets may not be substituted for each other.

How and where do I get my tickets?

Please pay careful attention to location and your program extension! You can only pick up your packets at the correct site.

- If you are in the following programs please go to 43 West 23rd St. NYC:
 - EDM/Manhattan-Registered Education/Special Education student
 - School Leadership, Administration & Supervision
 - Literacy
 - Mental Health
 - IT
 - TESOL/Bi-lingual
 - School Psychology
- If you are in the following programs, please go to our Kings Highway location:
 - EDB/Brooklyn-Registered students (Education/Special Education)
 - SPD/Brooklyn- Brooklyn-Registered students (Education/Special Education)
- If you are in the following program, please go to our Bayshore location:
 - EDL-Bayshore Education/Special Education Students

Can I send someone to pick up my packet? Can you mail it to me?

- Pick-up should be done by the candidate. However, if you are sending someone to pick your tickets up, they must have the following:
 - A copy of your photo ID

- A signed note from you stating that you authorize them to pick up your commencement packet
- The correct measurements for your cap and gown
- We do not mail commencement packets, tickets, caps or gowns

I need extra tickets; how do I get them?

- *If* they are extra tickets, they will be available on June 3-7, 2008, starting at 11am on the 2nd floor student lounge at 43 West 23rd Street. These tickets will be available strictly on first-come, first-served basis, limit one (1) ticket per qualifying graduate. Only qualifying graduates with valid identification will be allowed to pick up a ticket. *This release will occur only in the event of extra tickets; there is no guarantee of Touro having extra tickets to distribute.*
- If you wish to obtain information regarding availability of extra tickets, please call 212-463-0400 EXT: 283 beginning May 27, 2008. **Information will not be available prior to this. Please DO NOT call individual department's offices, the Registrar's office or the Bursar's office for this information.**
- In April, the "Commencement Board" will be put up on the 3rd floor at 43 West 23rd St. This is a bulletin board, where students can put up notices and read notices about extra tickets. This is a strictly voluntary student-run activity and does not represent a guarantee of extra tickets.

When will there be portrait photography?

- We will have Graduation picture information and dates by March 22. This information will be posted in the lobby of the GSEP Office (3rd floor, 43 West 23rd St.).
- After March 22, you may also call 212-463-0400 EXT: 283 for Graduation picture information. Information will not be available prior to this. **Please DO NOT call individual departments offices, the Registrar's office or the Bursar's office for this information.**

I'm interested in a ring; how do I order one?

- You may place ring orders online: www.HERFJONES.COM/COLLEGE/RINGS
For Further *Info on rings*, contact: Steven Clarke 845-255-0760
Thegraduateguy@aol.com

Opt Out Notification

We are contracting with Chappell Studios to provide photography for the GSEP 2008 Commencement Ceremony. Chappell Studios has requested that we provide them with contact information for all our graduates. This allows Chappell Studios to contact you about purchasing photos from the 2008 Commencement Ceremony. Chappell Studios does not use your information for any other purpose, nor do they release/sell any contact information to outside vendors.

Chappell Studios offers a variety of photo options to attendees at the ceremony; however, you are under no obligation to purchase photos from this site.

If you prefer not to have your contact information given out, please fill the form out below and return it by April 15 to:

Linnette Ruiz
GSEP Offices, Touro College
43 West 23rd St. 3rd Floor
NYC, NY 10010

If you wish to opt out you must contact us by mail no later than April 15.

Opt Out Form

I _____ (print your name) hereby request that my name and contact information NOT be released to Chappell Studios. I understand that choosing this option this will prevent me from obtaining photos taken by Chappell Studios at the 2008 Touro College GSEP Commencement Ceremony, held at Madison Square Garden on June 12, 2008.

Signed

Date