



COMMENCEMENT HANDBOOK **2018**

CSUDH

CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

Visit csudh.edu/commencement



Dear Graduating Student,

On behalf of the faculty, staff, and administration, it is my pleasure to congratulate you on the culmination of your academic degree. This is a very exciting, momentous, and pivotal time in your educational career, and you should be very proud of your achievement! We look forward to celebrating this milestone with you, your family, and friends during our 2018 Commencement Ceremonies.

This handbook has been developed to provide you with information needed to plan for this important celebration. In addition, the Office of Ceremonies and Events will be providing information to you via their webpage, email, and social media.

Finally, we want to thank you for attending California State University, Dominguez Hills. We encourage you to stay connected with our CSUDH family through the Alumni Association. Remember, "Once a TORO... Always a TORO!"

Sincerely,

A handwritten signature in black ink that reads "Michael E. Spagna". The signature is written in a cursive, flowing style.

Dr. Michael E. Spagna
Provost and Vice President, Academic Affairs

COMMENCEMENT SCHEDULE

Friday – May 18, 2018

4:00 PM

College of Business Administration and Public Policy

College of Health, Human Services and Nursing

Saturday – May 19, 2018

4:00 PM

College of Arts and Humanities

College of Education

College of Natural and Behavioral Sciences

EACH CEREMONY WILL LAST APPROXIMATELY 3 HOURS.
STUDENTS PARTICIPATING IN COMMENCEMENT ARE REQUIRED TO
STAY FOR THE DURATION OF THE PROGRAM.

**The Commencement Ceremonies will be located in the
StubHub Center Soccer Stadium.**

18400 Avalon Blvd. Carson, CA 90746

For directions, visit www.csudh.edu/commencement.

THE ROAD TO COMMENCEMENT

Step 1: Apply for Graduation

Applying for graduation is done electronically.

Log into your MyCSUDH account
and click on your Student Center link.



Under the Academics heading,
find the Apply for Graduation link.



Select your Expected Graduation Term.



Verify that your degree information,
address, and names are correct.



Then click Submit!

Graduation applications submitted before or by the deadline require a \$65.00 processing fee. Applications submitted after the regular deadline require an additional \$15.00 fee. Once you have submitted the electronic application for graduation, the fee will appear in your student account. This fee must be paid within 48 hours or a hold will appear on your student account.

Degree Conferral Term	Deadline	Late Deadline
Fall Semester	July 1	September 15
Spring Semester	October 1	Last day of fall semester
Summer Semester	February 1	April 15

**Please direct all questions regarding graduation procedures to the
Office of Admissions and Records at (310) 243-3645.**

THE ROAD TO COMMENCEMENT

Step 2: Register for Commencement

Students eligible to participate in the 2018 Commencement Ceremony are:

- Those who have earned their degrees at the conclusion of the Fall 2017 semester
- Those who expect to earn their degrees at the conclusion of the Spring 2018 or Summer 2018 semesters.

In order to participate in the Commencement Ceremony, you must register electronically.

Log into your MyCSUDH account
and click on your Student Center link.



Under Important Student Links
on the right hand side of your Student Center,
find the Commencement Participation link.



Click on it and follow the directions.
This should only take you a few minutes to complete.



When registering for Commencement,
you will be provided with the date and time
of your ceremony.



Verify that your degree information
and personal information is correct.



Complete the optional survey then click Submit!

**Continue to monitor your Toromail and the Commencement
webpage for any updated information.**

THE ROAD TO COMMENCEMENT

Step 3: Attend Commencement Fair and Commencement 101

Commencement Fair – University Bookstore

February 27 & 28, 2018
10:00 am – 6:00 pm

Commencement Fair is an opportunity to purchase all the essentials for commencement, such as cap, gown, and tassel, that are required for the ceremony. Additional items such as honors braids, invitations, and announcements, class rings, and CSUDH gear will also be for sale.

Commencement 101 – Loker Student Union, Ballroom C

Commencement 101 provides you with all the information you need to prepare for your walk across the stage. Choose from the dates below to attend. No registration is needed.

Monday, March 5, 2018
1:00 pm – 2:00 pm

Tuesday, March 20, 2018
4:00 pm – 5:00 pm

Wednesday, April 4, 2018
11:00 am – 12:00 pm

Wednesday, April 18, 2018
3:00 pm – 4:00 pm

Wednesday, April 25, 2018
4:00 pm – 5:00 pm

Monday, April 30, 2018
10:00 am – 11:00 am

CAPS AND GOWNS

At California State University, Dominguez Hills, academic regalia is mandatory for your participation in the Commencement Ceremony. Academic regalia is a traditional black cap and gown.

- Baccalaureate degree candidates wear a wide-sleeved gown.
- Master's degree candidates wear a gown with slit sleeves. The lining of the master's hood identifies the college in which the degree has been taken.
- Both groups wear caps with tassels.

Students participating in the Commencement Ceremony may pre-order their cap and gown at the University Bookstore during the Commencement Fair or online at: www.herffjones.com.

For further information regarding academic regalia, contact the University Bookstore at (310) 243-3829.

Your Commencement Budget		
Regalia (mandatory)	Bachelor - \$42.50	Master - \$81.60
Senior Portraits*	No Sitting Fee; Picture packages range from \$10.00 - \$120.00	
Class Ring*	\$450.00+ range	
Senior Gift*	\$20.18	
Diploma Frames*	\$145.00 - \$215.00	
Announcements*	\$66.00	

**Optional*

GRADUATION PICTURES

California State University, Dominguez Hills has partnered with Lifetouch Photography to offer graduates the opportunity to have professional portraits taken.

Commencement Fair

February 27 & 28, 2018

10:00 am - 6:00 pm

University Bookstore

Additional Dates

April 3 & 4, 2018

12:00 pm – 7:00 pm

Loker Student Union – 320

April 17 & 18, 2018

12:00 pm – 7:00 pm

Loker Student Union – 320

May 1 & 2, 2018

12:00 pm – 7:00 pm

Loker Student Union – 320

There is no fee to have your portrait taken. No appointment necessary. You will receive your proofs via email and U.S. Mail within 10 days. At that time, you may decide which portraits you may wish to purchase.

GRADUATING WITH HONORS

An undergraduate student who has completed a minimum of 36 units in residence at CSU Dominguez Hills with a grade point average of 3.40 or better may be a candidate for graduation with honors. Graduate students are not eligible for honors.

The criteria for graduation with honors are:

- A minimum of 36 units in residence;
- A minimum grade point average of 3.40 on all units taken at CSU Dominguez Hills;
- A cumulative grade point average as outlined below on all acceptable undergraduate work:

Summa Cum Laude 3.80 – 4.00

Magna Cum Laude 3.60 – 3.79

Cum Laude 3.40 – 3.59

You may purchase the honors braid at the University Bookstore.

The bookstore will have an official list of all graduates who meet the above criteria. If you qualify, simply show your ID at the bookstore.

All students who qualify for honors are also eligible for a free medallion* that you may pick up at the University Bookstore. Individual departments may also have departmental honors policies, which are described in each of the program sections of the university catalog. Students who achieve the above honors will have the information recorded on their transcripts and diplomas.

**GPA Calculated through Fall 2017.*

DIPLOMA STATUS

The process of conferring degrees takes approximately four to six weeks and begins two weeks after grades are submitted at the end of the term. Once the degree is conferred and posted to the transcript, an email is sent to the student's CSUDH email account and a diploma is ordered. Diplomas are mailed directly to the address you have on file with Admissions and Records and takes 2-3 weeks for delivery.

For further questions regarding degree processing, please contact the Office of Admissions and Records at (310) 243-3645.

JOIN THE ALUMNI ASSOCIATION

As part of CSUDH's Alumni Association, you'll enjoy access to a range of services and benefits including invitations to alumni events, career planning and services, career development, as well as unique networking and partnership opportunities.

For more information, contact the Office of Alumni Relations at (310) 243-2237 or alumnirelations@csudh.edu.

SENIOR CLASS GIFT

The Senior Class Gift program allows seniors to join together for the last time as a class and leave a lasting impression on campus.

CSUDH has a tradition: Every senior class leaves their legacy for the University through the Senior Class Gift campaign. All seniors are encouraged to participate to ensure the success of this program while making a difference for tomorrow's students. Live up to the challenge!

Give by picking up a 2018 Class Gift form at the University Bookstore, the ASI Office, and the Office of Alumni Relations (WH C-490) or you can give online at www.csudh.edu/onlinegiving. Show proof of a \$20.18 donation to the Office of Alumni Relations and receive a free Alumni License Plate!

For more information, contact the Office of Annual Campaigns at (310) 243-2182 or torofund@csudh.edu.



GENERAL INFORMATION

Parking

Parking is complimentary for Commencement in CSUDH and StubHub Center parking lots. Refer to the Commencement webpage for maps and directions at www.csudh.edu/commencement

Programs

Commencement Programs will be provided to graduates and guests at each Commencement Ceremony. To ensure your name is listed in the Commencement Program, **you must apply for graduation before April 15th.**

Weather

The Commencement Ceremony will happen rain or shine. For weather updates or changes, visit www.csudh.edu/commencement for information.

Special Assistance

For graduates with a disability, the Student disAbility Resource Center will be on hand to assist you to the staging area. Please note that the University and the StubHub Center do not provide wheel chairs, walkers, etc. Students who require those items should plan to bring their own.

THE CEREMONY

Arrival Time

Graduating students need to **arrive 2 hours before the ceremony** dressed in their cap and gown. Graduates will check in and assemble in parking lot 17, just south of parking lot 6.

Please dress comfortably and wear appropriate shoes as you will be standing in lot 17 until we process to the stadium.

TICKETS ARE NOT REQUIRED FOR GUESTS
TO ATTEND COMMENCEMENT

Prohibited Items

Alcoholic Beverages

Artificial Noise Makers

Balloons

Beach Balls

Confetti

Pets

Smoking

Umbrellas

COMMENCEMENT CONTACTS

Admissions & Records

(310) 243-3645

Alumni Relations

(310) 243-2237

www.csudh.edu/alumni

General Information

Office of Ceremonies & Events

(310) 243-2666

www.csudh.edu/commencement

Caps and Gowns

University Bookstore

(310) 243-3829

Students eligible to participate in the Commencement Ceremony can pre-order their cap and gown at the University Bookstore during the Commencement Fair or online at: www.herffjones.com

#CSUDHGRAD18



Share your
commencement
memories!



WWW.CSUDH.EDU/Commencement

FACEBOOK | @CSUDHCommencement

TWITTER | @CSUDH_Events

INSTAGRAM | @CSUDHcommencement