Important City College Graduation Dates and Deadlines  
(revised 1/15/16)

**March 25**
Deadline to file a Petition for Graduation and also guarantee an evaluation to participate in the Graduation Ceremony, and have your name in the Commencement Program.

**March 21 - May 9**
Register online to participate in graduation ceremony. Graduates will be mailed the online registration information.

**April 22**
- **Final day for registration** for PTK and Psi Beta students to have name displayed in the graduation program under “Scholastic Honor Societies”. Please go to Student Affairs, Room M-200 and fill out “Phi Theta Kappa/Psi Beta” form.
- Notify the Evaluations Office if you do NOT want your name printed in the graduation program.

**May 2**
Caps & Gowns on sale at the City College Bookstore.

**May 15**
- **Name Pronunciation**: If you think there will be difficulty in pronouncing your name (first, middle or last) during the graduation ceremony.
- **Final day for “Special Accommodations” requests.** If you are in need of special accommodations, please complete and drop off the Commencement Disability Special Accommodations form in the Office of Student Affairs located in Room M-200 by 4:30 p.m. You can also email the completed form to citygrad@sdccd.edu.
- **Final day to register** online to walk in the graduation ceremony. The online registration website address is www.studentweb.sdccd.edu/reg-grad. 

**May 19**
**The President’s Reception**  
5:30 p.m. - 7:30 p.m.  
Location: Gorton Quad  
Refreshments will be served.

Attendance will be limited - so RSVP early. For more information, contact Joe D’Ambro at 619-388-3313.

**May 19**
**MANDATORY GRADUATION REHEARSAL**  
Thursday, 3:30 p.m. SHARP! Organ Pavilion • Balboa Park  
Vital graduation instructions provided!  
All participating graduates MUST attend!

**May 20**
**GRADUATION CEREMONY**  
Friday, May 20; 5:00 p.m. - 8:00 p.m. Organ Pavilion • Balboa Park  
3:00 p.m.: Graduates arrive by 3:00 p.m. to check in and line up for processional. Graduates are expected to stay for the entire program and walk in the recessional

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2016 Graduation Information

**Special Accommodations**  
The City College Graduation Ceremony is accessible for students with disabilities. The stage, seating and parking lot of the Organ Pavilion are mobility accessible to the public. Sign Language interpreters are provided for the ceremony. If you require a disability accommodation, fill out a paper copy at the Office of Student Affairs (M-200) or the Disabled Student Programs and Services Office (A-115). Deadline Friday, May 13.

**Cap and Gown Purchase**  
**Avoid the rush and buy your gown early at Grad Fair!**  
The cost is $29.50, plus tax, and includes cap, gown and dated-year tassel. There will be **no refunds on caps and gowns**. Additional tassels are $6.95. Associate Degree Nurses will wear white gowns and the price is the same. Associate Degree Cosmetology students will wear red gowns and the price is the same. You must wear a cap and gown to participate in the ceremony. Gowns will be available for purchase on Monday, May 2nd in the bookstore and online.

Tip: Students should purchase caps and gowns by Tuesday, May 10, after this date the Bookstore cannot guarantee correct size. Check Bookstore website for current information and prices www.bookstore.sdccd.edu/city.

**Graduation Dress**  
Caps and gowns are black. Graduates are reminded to wear black or dark shoes, socks, hose, and dresses/pants under graduation regalia for the ceremony. Exceptions - Nursing graduates will wear white caps and gowns and Cosmetology graduates will wear red caps and gowns.

**Photographer**  
GradImages will take color photographs as you receive your degree/certificate on stage. You may purchase 5”x7” color photos for $9.00. Information for purchasing your photograph is posted on the graduation website and will also be available at Graduation and Rehearsal. The photographer is **not affiliated with the college and is solely responsible for purchase agreements.**

*Please note, graduations are public events. By participating in graduation, it is possible that the media or other photographers may use graduation photographs in newspapers, other publicity print mediums, video briefs, on television news or online.*

**Picture Taking/Photography**  
Family and friends who want to take pictures during the ceremony are asked to be respectful of other guests seated in the front rows. Aisles must be kept clear. Look for designated photo area at the Organ Pavilion.

**Videographer**  
Videographer information will be posted at www.sdcity.edu/graduation. The videographer is not affiliated with the college and is solely responsible for purchase agreements.

**Diplomas**  
Diplomas are issued only after verification that the completion of all graduation requirements have been met. The diploma is issued in the Name and sent to the address on record at the time the diploma is awarded, refer to SDCCD Catalog “Graduation” for complete information. It is your responsibility as the student to keep your contact information up-to date at: https://studentweb.sdccd.edu/reg-e

**Seating**  
The first several rows are reserved for graduates. Your guests should be seated in unmarked rows, subject to availability. Reserving or saving seats is discouraged. Special accommodation seating available on west side of seating area.

**Honor A Future City College Graduate: Donate Your Cap and Gown!**  
Each year, the Office of Student Affairs receives several requests for caps and gowns for students who do not have resources to purchase them. Student Affairs does not have enough gowns to meet the need each year. Phi Theta Kappa and the San Diego City College HONOR Society, in participation with Psi Beta and the City College Psychology HONOR Society, will be stationed with bins as you exit to collect your donated cap and gown. Please donate.

**Lost and Found**  
Lost and Found items may be dropped off at back table marked “First Aid and Lost &Found”.

**Rain**  
In the case of rain on graduation day, our ceremony will be moved to the City College Harry West Gymnasium on Park Boulevard (across from San Diego High School). Limited seating and parking.

**Prohibited:** Smoking is NOT permitted in Balboa Park. Balloons, Beach Balls, Blow Horns and lawn chairs are not permitted at and during the Graduation Ceremony.
Graduating Phi Theta Kappa and Psi Beta Members

Please go to Student Affairs, Room M-200 and fill out the “Phi Theta Kappa/Psi Beta” form to have your name displayed in the graduation program under “Scholastic Honors Societies”. Deadline is Friday, April 22.

To order your graduation regalia from Phi Theta Kappa, shop online: www.ptk.org. Make sure to have your membership number ready for ordering. If you do not know your ID number, visit our chapter’s website at www.ptk.org for instructions. Order these items as early as possible.

Chicano Latina
Date: May 15
Ceremony at Saville Theatre • 12:00 noon
All graduating students are invited and welcome!
Graduating students RSVP to Maria Elena Delgado | Rm MS 423 | 619-388-3244
Student Affairs • 619.388.3498, Room M-200, by Monday, May 9

EOPS
2016 Graduation Reception
May 6
Are you an EOPS student scheduled to graduate or transfer this semester? Join us at your Graduation Celebration!
Call 619-388-3209

Black Graduates Rite of Passage and Transfer Student Ceremony

TBA

A district-wide celebration honoring academic excellence, determination and the sacrifices which have led to your success.
RSVP details to be determined.

City College Bookstore Graduation Regalia Prices
www.bookstore.sdccd.edu/city
all prices subject to change

A la Cart
Cap and Gown Unit $29.50 (includes Cap, Gown, and Tassel)
Extra Tassel $6.95
Medallion necklace/key chain price varies
City College key chain price varies
All prices quoted do not include tax.

Graduation Announcements/Invitations
Graduation announcements will be available in the store in March 2016.
Personalized announcements: Pack of 5: $9.45; Pack of 25: $47.25

Check Bookstore website for current prices.

President’s Reception
Class of 2016
May 13 5:30 - 7:30PM
Gorton Quad
The event will honor the academic achievements of our graduates, as well as our transfer bound students.
RSVP info coming soon

Directions and Parking at Balboia Park
Southbound from I-5
Take the 10th Ave. exit off I-5. Turn left on “A” St. and left again on Park Blvd. Follow the signs to Balboa Park. Turn left on President’s Way.

Northbound from I-5
Take the “B” St./Pershing exit off I-5 to Pershing St. Take Pershing and turn left on Florida Dr. Turn left on Zoo Place to Park Blvd. Turn right on President’s Way.

Southbound from Hwy 163
Take the Park Blvd. exit off Hwy 163. Turn left on Park Blvd. Follow the signs to Balboa Park. Turn left on President’s Way.

Parking lots fill early. Please plan for walking some distance from parking lots to the Organ Pavilion venue.

City College Offices and Hours
Counseling and Evaluations Office • A-110 • (619) 388-3540
8:00 a.m. - 6:00 p.m. Monday - Thursday • 8:00 a.m. – 3:00 p.m. Friday

General Graduation Information: Student Affairs
Room M-200 • (619) 388-3498
8:00 a.m. - 4:30 p.m. Monday - Thursday • 8:00 a.m. - 3:00 p.m. Friday
e-mail: grodrigu@sdccd.edu