

Dear Graduating Student:

It is with great pride and happiness that I extend to you my heartfelt congratulations on your upcoming graduation from Northeastern Illinois University. Earning your college degree is a great achievement and represents a milestone in your life. Treasure your accomplishment for it is the culmination of many hours, days, months and years of hard work, perseverance and commitment.

Receiving your diploma and participating in the commencement ceremony, which will be held on Saturday, December 13, 2008, are symbolic traditions which underscore your dedication to learning and academic excellence. In today's world, there is no greater investment you can make, than in your own education. You have made a wise investment in your future and the future is now! Now it is your time, your moment, to use all that you have learned and prepared for to make a difference in the world around you and live a life of fulfillment and purpose. Congratulations.

As graduation fast approaches, it is time to prepare for the formal commencement ceremony and celebration. The information and links which follow will help you prepare for commencement -- a sacred and time-honored tradition which signals a new beginning for you and your fellow graduates. It is one of those, once-in-a-lifetime moments for you to share with your family and friends, professors and classmates—all those who have helped to bring you to this momentous occasion. I encourage you to participate in this hallowed tradition. It is the culmination of your student life here at Northeastern and the pivotal moment when you make that extraordinary step from student to graduate. Now is your time!

Congratulations once again and best wishes always,

Carla Knorowski, Ph.D.

Vice President for Institutional Advancement

[An Invitation from the Northeastern Illinois University Alumni Association: Salute to the Graduates -- Nov 18, 2008](#)

The Northeastern Illinois University Alumni Association offers to you its sincerest congratulations on your upcoming graduation! We are proud of you and your accomplishment and hope that you will continue to strive for personal and academic excellence in all you do.

As a lead up to your graduation and in recognition of a job well done, we have designated **Tuesday, November 18, 2008**, as Salute to the Graduates Day! Please join us at this reception and information fair which will be held in Village Square between Noon and 7:00 p.m. At the Salute, you will find valuable information about your upcoming graduation as well as various activities and services available to you as alumni and you begin to plan your future.

At the Salute and accompanying fair, you will learn about alumni services and programs, such as career counseling, job placement and resume services, NEIU graduate studies information including financial aid opportunities, recreation membership, and much more. Also, you will be given the opportunity to participate in the Class Gift Program...a time honored tradition of new graduates leaving behind a lasting legacy for future NEIU students.

The Salute also provides to you a last minute chance to purchase graduation announcements to let your family and friends of your impending graduation; order a class ring; buy your cap and gown; and have your graduation photos taken! You can even sign up on the spot to join the Northeastern Alumni pages on MySpace, Facebook or LinkedIn or order an NEIU license plate for your car and begin to show your alumni pride! It is a one-stop shop for you as you prepare for this momentous occasion.

We encourage your participation in the various activities and services offered by the Northeastern Illinois University Alumni Association. And remember, as you make this special transition, please keep us up-to-date with your home and e-mail addresses, employer information and phone numbers so we can keep you informed about important alumni and reunion activities at NEIU—your alma mater. If we can be of assistance or if you would like further information, please do not hesitate to contact us at 773.442.4205.

Wishing you continued success in your future endeavors!

Northeastern Illinois University Alumni Association

The Graduate College Reception - Master's Degree Recipients Only

Masters Degree candidates who will graduate in December are invited to a Graduate College recognition reception on Wednesday, December 3, 2008. For time and location information please log on to www.neiu.edu/~Gradcoll or contact the Graduate College at (773) 442-6000.

Commencement FAQ's

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[Who is eligible to participate in the December 2008 Commencement Convocation?](#)

Those students who have applied for August 2008 and December 2008 graduation and been accepted are invited to participate in 2008 December Commencement Ceremony.

[What is the Date, Place and Time for the Commencement Ceremony?](#)

Saturday, December 13, 2008
Physical Education Complex

If you are receiving a *Master of Arts and Sciences, Undergraduate Arts and Sciences or Undergraduate Nontraditional Degree*, you are invited to participate in the Morning Ceremony. Graduates should arrive at the Physical Education Complex by 9:00 a.m. The Morning Ceremony will begin at 10:00 a.m.

If you are receiving a *Master of Business Administration, Masters of Education, Undergraduate Business and Management or Undergraduate Education Degree*, you are invited to participate in the Afternoon Ceremony. Graduates should arrive at the Physical Education Complex by 1:00 p.m. Afternoon Ceremony will begin at 2:00pm.

[Where do I go?](#)

Signs will direct the graduates to the assembly area in the Auxiliary Gym. Although the graduate assembly area will be staffed, please leave any valuables with your guests. The University is not responsible for lost items.

[What happens in the Auxiliary Gym?](#)

In the assembly area, each graduate must pick up his/her 3x5 name card from a table identified by the appropriate college name (e.g. Graduate, Arts and Sciences, Business, Education or Nontraditional Degree Program). The card will be numbered sequentially to assist you in lining up in alphabetical order within your college.

[What do I do during the ceremony?](#)

During the ceremony, you will follow the student marshal to the stage where you will hand the reader your 3x5 name card.

When your name is said, you will walk across the stage, receive a diploma cover, and shake President Hahs' hand. After you shake President Hahs' hand, exit the stage and return to your seat. To maintain the dignity of the ceremony, please ask your guests to refrain from applause until all the names in the college have been read and remain seated until the end of the ceremony.

[I am receiving my Masters degree. What do I do with the hood?](#)

Students receiving a Master's degree should proceed to the center of the stage and hand their unbuttoned hood to the dean. The student will then proceed to the marked X in front of the Graduate College Dean, and face the audience for the hooding. Tall students may need to slightly bend their knees for ease in fitting the hood. Information on the proper procedure for carrying the hood to the stage will be available from the Graduate College representatives at the Check-In table on the day of the ceremony.

[I am driving, which entrance do I use?](#)

Vehicle entrance to the campus on the day of Commencement will be limited to the access road entrance at 3700 W. Bryn Mawr Avenue. Public Safety officers will direct traffic to the parking lots most convenient to the Commencement and reception area.

Parking permits are not necessary to park in the university's lots.

[Do I, or my guests, need tickets?](#)

Graduates do not need a ticket. Four guest tickets for seating in the P.E. Complex Main Gym will be available to each graduate at the University Box Office, FA-158, located in the Fine Arts Center.

You must show your ID card when you pick up your tickets. * Tickets that are not picked up by December 5th, 2008 will be made available for extra ticket redistribution.

Ticket Distribution Schedule:

November 3 – December 5
Monday - Thursday • 10:00 a.m. - 7:00 p.m.
Fridays • 10:00 a.m. – 4:00 p.m.

*Please note: On November 18th, during the Salute to the Graduates, tickets will be distributed in Village Square.

Tickets will be required of all persons desiring admission to the ceremony. This includes all children, regardless of age. In order to distribute every available ticket in a most equitable manner we cannot replace lost or stolen tickets. We appreciate your cooperation and understanding in this effort.

[Will there be extra tickets?](#)

Maybe, extra tickets will be available based on attendance and the number of tickets picked up by December 5th, 2008. There may be no extra tickets. For availability and specific details, call the Commencement Hotline after December 5th, 2008.

[What is the Information Hotline Phone Number?](#)

Commencement Hotline 773.442.4630

[Where do my guests go and will be seated?](#)

Signs will direct guests to the commencement site in the Main Gym. Seating in the Main Gym is unassigned and will be available on a first-come, first-served basis. We expect a capacity turnout at the Commencement Convocations; please remind your guests to arrive early for the best seating.

Doors will open approximately 45 minutes prior to the ceremony.

Ceremony times:

Morning Ceremony: 10:00 a.m. or
Afternoon Ceremony: 2:00 p.m.

Guest may take photographs and videotape the Commencement Ceremony from their seats. If your guests leave their seats to take pictures, security and ushers will escort them out of the building.

[How do I make arrangements for myself and/or my guests who have special seating requirements?](#)

Those graduates and/or their guests who, because of physical conditions may require special seating and/or parking, should make arrangements with the University Events Office at 773.442.4270 or university-events@neiu.edu

[I have more guests than I have tickets. Can they watch the ceremony?](#)

Yes, closed circuit video will be available in the University Auditorium where video projection will provide complete viewing of the ceremony in a relaxed, comfortable environment. Tickets for the Auditorium are not required.

[Will there be a reception?](#)

Yes, following each ceremony, there will be a reception in the Student Union Cafeteria. The reception will provide an opportunity for graduates to gather and enjoy light refreshments with other graduates, their families, faculty and administration.

[When and where can I get my regalia?](#)

Academic regalia (caps and gowns) must be worn by all graduates participating in the Commencement Convocation.

Regalia, which is kept as a souvenir, will be available for purchase at Beck's Bookstore beginning November 17th.

Call Beck's to make sure that the shipment has arrived, 773.588.2770. The staff at Beck's will be available to ensure proper fit of caps and gowns.

November 17 - December 12
Monday - Thursday • 8:30 a.m. - 7:00 p.m.
Friday • 8:30 a.m. - 3:00 p.m.

[Is there a photographer available?](#)

Yes, on November 18 and 19 from Noon - 7 p.m. in Village Square photographers from Central Valley Studios (847.683.7130) will be on campus to take formal cap and gown portraits. You are eligible to be photographed even if you are unable to attend the commencement ceremony. The photographer will have academic regalia available for use during the photo session. A proof will be provided along with information regarding the purchase of optional additional photos.

On Saturday, December 13, as you shake President Hahs' hand, a photo will be taken. To receive a proof and information for ordering additional optional photos, fill out a photo card when you purchase your cap and gown or as you enter the robing area in the Physical Education Complex.

In addition, the photographer will be set up to take portraits of graduates following the commencement ceremony in the Student Union.

[Does Northeastern offer class rings or graduation announcements?](#)

Graduation announcements, class rings and souvenirs information is available at Beck's Bookstore. Look for the Beck's display following the ceremony at the reception.

Graduation announcements and class ring purchases will be also available during the Salute to Graduates on Tuesday, November 18.

[Can I get a video copy of the Commencement?](#)

Yes, since we are videotaping the Commencement Convocation for video projection purposes, we are able to make the DVD available. You can purchase a DVD copy and it will be mailed to you for \$20 each.

If you are interested, fill out the form when you pick up your tickets at the University Events Box Office or at the information table in the Physical Education Lobby on Saturday, December 13.