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## **2024 GRADUATION AND COMMENCEMENT WEBINAR**

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# **Graduation vs. Commencement**

**What is the difference?**

# When to File for Graduation

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Currently accepting applications for Summer or Fall 2024

- Priority deadline: March 1
- Late deadline: April 2

# Departments Involved in Graduation

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- **Academic Advisors (Major Dept/College Advising Center)**
  - Advise on requirements for Major and General Education
  - Send major check to Graduation Evaluations
  
- **Graduation Evaluation (Office of the Registrar)**
  - After receiving major check the graduation evaluator will do a review of your academic record and send you an email that summarizes the requirements necessary for graduation.

# Graduation Status

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In MyCSUEB select the *Student Record Services* tile and then select 'Graduation Status/Commencement'

Pioneer Pete

Commencement

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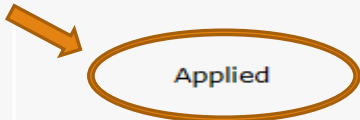
To view your Graduation Status, you must have filed for graduation. If you have done so, please proceed by clicking on the Commencement button below. If you have not yet filed, please return to the MyCSUEB main menu and select Apply for Graduation. Once you file for graduation, a filing fee will be assessed on your account at a future date, but payment will not affect your filing status or ability to graduate and take part in the commencement ceremonies. If you have questions about your graduation status, please contact the Records office at [rrg@csueastbay.edu](mailto:rrg@csueastbay.edu).

Commencement

Update Email

## Commencement

Please review your information below and take the necessary steps to make corrections prior to your last term at CSUEB to avoid any delays in processing your graduation.

|  |  |  |
|--|--|--|
| Name as it will appear in the Commencement program and on your diploma | I Am A Student   | Students who legally changed their name should download and submit a <a href="#">Personal Data Change form</a> with the appropriate documentation prior to the end of their final term   |
| Graduation Term  | Spring Semester 2019   | Your graduation application is received. Your major/minor department must complete a Major/Minor Degree Check and send to Planning and Enrollment Management   |
| Status of Graduation Application                                       |  Applied | If the status of your graduation application is Applied, Pending or In Review, and your degree has not been posted to your record, you may update your term of graduation. Students can postpone their graduation one semester after the original graduation filing term by using the <a href="#">Request to Postpone Graduation</a> form.         |
| Degree   | Bachelor of Science  |  |
| Major 1  | Biological Science   |  |
| Options for Major 1  |  |  |
| Minor(s)   |  |  |
| Diploma Mailing Address  | 25800 Carlos Bee Blvd<br>Hayward, CA, 94542 USA  | If this address is not current, update your permanent address in MyCSUEB – <a href="https://my.csueastbay.edu">https://my.csueastbay.edu</a> . If you have graduated and the permanent address on file is invalid, send an email to <a href="mailto:diploma@csueastbay.edu">diploma@csueastbay.edu</a> to request a status report on your diploma. |
| Honors   |  | Honors notations are estimated unless your degree has been Awarded.  |
| Name to be suppressed in the Commencement Program                      | N  | YES: Student filed a FERPA BLOCK with Enrollment Services;<br>NO: No FERPA block on file; name will be printed in the Commencement Program.  |



# Graduation Status

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**Applied:** Graduation application has been received

**Major Check Received:** Major check has been received by the Office of the Registrar.

**Degree Requirements have been Reviewed:** Degree requirements have been preliminarily reviewed and your graduation evaluator has sent a summary of your graduation evaluation to your Horizon email.

**Awarded:** Degree is awarded. Posted on the transcript immediately. Notification will be sent to your Horizon email once awarded.

# Important Reminders

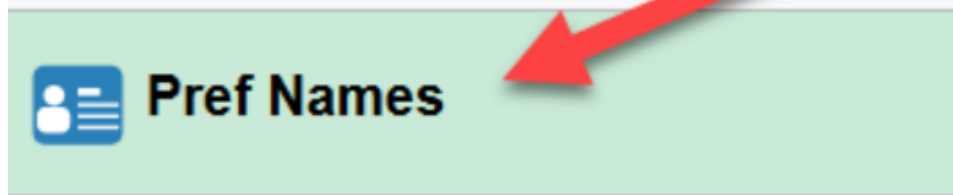
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- Continue to meet with your academic advisor.
- Check to ensure that all majors/minors/concentrations are officially recorded on your record.
- Complete all degree requirements by the last day of finals.

# Degree Name

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- Students can select a degree name (first and middle) that will be used in the commencement program and on the diploma.
- This can be updated in MyCSUEB by selecting the *Profile* tile, then selecting 'Pref Name', then selecting 'degree name'.



- Deadline to update degree name
  - For Commencement program: March 1, 2024.
  - For Spring 2024 diploma: April 30, 2024

# Postponing Graduation Term

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- If you are not going to complete all graduation requirements in the term in which you filed, complete a “Request to Postpone or Cancel Graduation” form.
- You can update your graduation one semester; undergraduate students will be charged a \$25 postponement fee.

# Commencement Regalia

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- What is regalia?
  - What you wear for commencement, ie. your cap, gown, and tassel
- Specially priced packages available at Grad Fest only
- Purchasing Regalia
  - Available beginning February 1st at [www.jostens.com](http://www.jostens.com)
    - Order by March 31 to ship home
  - After March 31st, order at [www.csuebshop.com](http://www.csuebshop.com)
    - Ship home or pick up at the Hayward or Concord Pioneer Bookstores
    - No grad packages. Cap, gown, tassel sets or a la carte items only.



# Commencement Regalia

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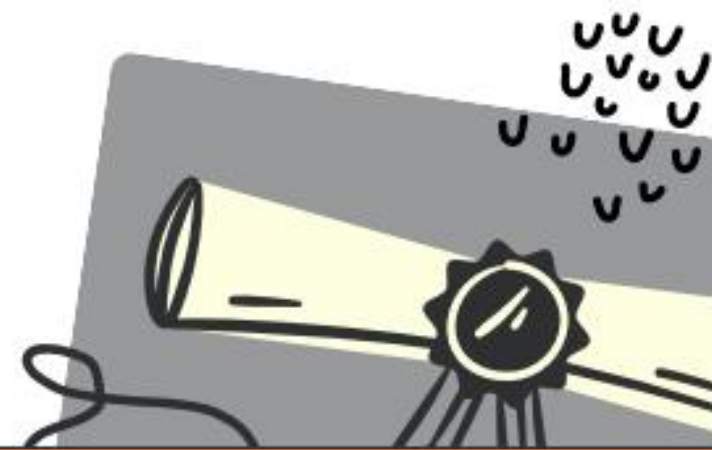
- Concord Grad Fest – Student Union
  - Tuesday, March 12th, 2023 2pm – 6pm
- Hayward Grad Fest – New Union, Multi Purpose Room
  - Tuesday, Wednesday & Thursday, March 19th-21st 10:00am – 6pm
- What to expect at Grad Fest
  - Purchase discounted regalia packages or a la carte regalia and accessories
  - Order Custom Sashes
  - Take Grad photos, pick up Commencement Parking Passes, class rings, much more...
- Reserve your spot at [www.signupgenius.com](http://www.signupgenius.com) beginning February 26th

CAL STATE **64TH** EAST BAY  
**COMMENCEMENT**  
2024





# Congratulations!



## **HONORS CONVOCATION 2024**

**The University recognizes three levels of scholastic honors, which are sometimes called Latin Honors:**

- **Summa Cum Laude (3.85 GPA)**
- **Magna Cum Laude (3.70 GPA)**
- **Cum Laude (3.65 GPA)**

**Note: If you meet the criteria for Honors, an email will be sent to your horizon student email on March 15.**

# HONORS CONVOCATION 2024

**Date:** April 20, 2024

**Note:** Students must arrive by 9:00am  
for registration check-in

**Ceremony Start Time:** 10:00 am

**Location:** CSUEB Hayward Campus /  
Music Peristyle Lawn



**X** = Music Peristyle  
Lawn



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CAL STATE  
**EAST BAY**

AE Art & Education  
AS Accessibility Services  
ASC Applied Sciences Ctr. (opens in 2024)  
ASI Associated Students Inc.  
BK Pioneer Bookstore  
CE C.E. Smith Museum of Anthropology  
CB CORE  
CY Corporation Yard/Receiving  
DC Dining Commons  
DISC Diversity and Inclusion Student Center  
FH Field House and Offices  
FM Facilities Maintenance  
FS Food Stand  
HC Student Health Center  
LI University Library  
MB Music Building  
MI Meiklejohn Hall

**GENERAL PARKING**  
(Hangtag, Daily or Hourly Permit) Lots  
A, C, D, F, G, H, K, N, P, P1, Overflow

**Accessible Parking**



Information Kiosk



AC Transit Bus Stop (Rte. 60)



CSUEB Shuttle to BART

**FACULTY/STAFF PARKING**  
Lots B, E, H, J, L, M, O  
Students & Visitors OK after  
5 p.m. with permit



Access for People with Disabilities



All Gender Restrooms



Accessible Elevator



**DAILY/HOURLY PERMIT DISPENSERS**  
\$10.00/day, \$2.00/hour  
Permits Required: Monday - Thursday: 7 a.m. to 11 p.m.  
Friday: 7 a.m. to 5 p.m.



Stairs



Electric Vehicle Charging Stations



ZIP Car Locations



Emergency Phone (Blue Light)

PA Pioneer Amphitheatre  
PE Physical Education & Gym  
PS Parking Services  
PH Pioneer Heights Student Housing  
RO Robinson Hall  
RW Recreation and Wellness Center  
SA Student Services & Administration  
SC-N Science Building - North  
SC-S Science Building - South  
SF Student & Faculty Support  
TH University Theatre  
UA University Art Gallery  
UU University Union  
VB Valley Business & Technology Center  
WCFS Welcome Center for Future Students  
WCP Welcome Center parking (permit  
from Welcome Center needed)

## **COMMENCEMENT 2024**

**Graduates who filed for graduation that are included in 2024 ceremonies are:**

- **Fall 2023**
- **Spring 2024**
- **Summer 2024**

# Commencement 2024 Schedule

## ALL CEREMONIES TAKE PLACE IN THE AMPHITHEATRE

College of Education and Allied Studies (CEAS)

Thursday, May 9, 2024

|         |   |
|---------|---|
| 5:00 PM | Hospitality, Recreation and Tourism and Kinesiology, Educational Leadership, Educational Psychology and Teacher Education |
|---------|---|

## College of Science (CSCI)

Friday, May 10, 2024

|         |  |
|---------|--|
| 9:00 AM | Biological Science, Chemistry and Biochemistry, Earth and Environmental Science, Mathematics, Physics, Statistics and Biostatistics, Public Health and Nursing |
| 1:00 PM | Psychology   |
| 5:00 PM | Computer Science and Engineering   |

## College of Letters, Arts, and Social Sciences (CLASS)

Saturday, May 11, 2024

|         |   |
|---------|---|
| 9:00 AM | Public Affairs and Administration, Social Work, Criminal Justice, Sociology   |
|         | Anthropology, Geography, Environmental Studies, Global Studies/International Studies, Ethnic Studies, Liberal Studies, Human Development and Women Studies, Philosophy and Religious Studies, Political Science |
| 1:00 PM |   |
| 5:00 PM | Art and Multimedia, Communication, English, History, Modern Languages and Literatures, Music, Speech, Language and Hearing Sciences, Theatre and Dance  |

## College of Business and Economics (CBE)

Sunday, May 12, 2024

|         |                            |
|---------|----------------------------|
| 9:00 AM | CBE Undergraduate Programs |
| 1:00 PM | CBE Graduate Programs      |

**X** = Pioneer Amphitheatre



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**EAST BAY**

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ASI Associated Students Inc.  
BK Pioneer Bookstore  
CE C.E. Smith Museum of Anthropology  
CB CORE  
CY Corporation Yard/Receiving  
DC Dining Commons  
DISC Diversity and Inclusion Student Center  
FH Field House and Offices  
FM Facilities Maintenance  
FS Food Stand  
HC Student Health Center  
LI University Library  
MB Music Building  
MI Meiklejohn Hall

PA Pioneer Amphitheatre  
PE Physical Education & Gym  
PS Parking Services  
PH Pioneer Heights Student Housing  
RD Robinson Hall  
RW Recreation and Wellness Center  
SA Student Services & Administration  
SC-N Science Building - North  
SC-S Science Building - South  
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TH University Theatre  
UA University Art Gallery  
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Stairs  
Electric Vehicle Charging Stations  
Zip Car Locations  
Emergency Phone (Blue Light)

## **COMMENCEMENT 2024**

### **Graduate Registration**

- **Graduates will receive a message via their horizon student email ([horizon.csueastbay.edu](mailto:horizon.csueastbay.edu)) in mid-March to register.**
- **RSVP that you are attending your ceremony.**

# COMMENCEMENT 2024

## Ceremony Graduate Name Reader

- Through the registration process, graduates will be asked to provide a recording of their name.
- **This step is crucial** to ensure the accurate pronunciation of names during the ceremony.

## **COMMENCEMENT 2024**

### **Tickets**

- **Tickets will be available to claim on the registration site in **early April** for their guests.**
- **The number of tickets vary depending on ceremony size.**
- **All children 4 and older will need a ticket.**

## **COMMENCEMENT 2024**

- **At check-in during Commencement, you will be given a name reader card:**
  - **DO NOT LOSE YOUR CARD!**
  - **In the event of losing your card, a Marshall will provide assistance and guide you to the rear of the line.**

# COMMENCEMENT 2024

## Parking

- Graduates can obtain parking permits at Gradfest or after with Parking & Transportation Services Department beginning **March 25, 2024.**
- Each commencement ceremony will have their own unique special commencement parking permit that will only be valid on its designated date.
- Each graduate will receive three (3) parking permits, **we strongly encourage carpooling.**
- Parking passes must be displayed on the dashboard.
- Alternatively, additional shuttles are available only at the **Downtown Hayward Bart.**

# CONTACTS

Email: **Commencement@csueastbay.edu**



Follow Our Facebook Page:  
**@CSUEB Commencement**



For more information visit the commencement website:  
**<https://www.csueastbay.edu/commencement/>**