

COMMENCEMENT GUIDE

This year's graduation ceremony will be held
Thursday, May 9, 2024 at 4:00 p.m.
at the Von Braun Center (VBC) Arena in Huntsville, AL

*Degrees and certificates will be conferred at the ceremony.
The ceremony is expected to last approximately two hours.*

DIPLOMAS

Diploma covers will be presented to you as you cross the stage. Official diploma certificates will be issued digitally via Parchment. You will need to create and verify your Parchment profile to claim your digital diploma. A printed diploma will be mailed to the address listed on your graduation application after verification of grades and successful completion of degree requirements. Please allow approximately 6-8 weeks after your term of completion for your degree to be posted to your Calhoun transcript and to receive your diploma by mail. Former 2023 graduates should have already received their official diploma by mail.

SCHEDULE

THERE IS NO REHEARSAL. THEREFORE, PLEASE FOLLOW THESE INSTRUCTIONS:

2:30 p.m. VBC Arena and East Hall doors open.

3:00 p.m. Candidates report to the East Hall of the VBC to robe and pick up reader card with name, degree, honors, etc. There will be a Calhoun representative there to direct you. Candidates will be organized by degrees AS, AAS, and Certificate. **Candidates must arrive no later than 3:00 p.m. Candidates not present by 3:00 p.m. will NOT be allowed to participate in the commencement exercises.**

3:15 p.m. Instructions regarding the procession will be announced.

3:45 p.m. Graduation procession begins.

4:00 p.m. Candidates are seated and the ceremony will begin. Candidates are not permitted to leave once the ceremony has begun.

You may keep your cap/gown and diploma cover after the ceremony.

ACADEMIC APPAREL REQUIRED

CAP, GOWN & REGALIA:

All candidates must wear the cap and gown ordered at the bookstore (\$60 before tax). If you are unable to purchase a cap and gown due to financial hardship, please send an email to graduation@calhoun.edu.

- Please **DO NOT** iron your gown. Steam the wrinkles out or hang it up.
- The mortarboard (cap) **MUST REST FLATLY** on the head with the point coming directly in the center of your forehead. Tassels should be worn on the right side of the mortarboard.
- You are allowed to decorate your cap. (Nothing offensive, please!)
- Only official regalia from honor societies and college organizations (see list below) is acceptable in addition to Calhoun graduation attire. The only other acceptable attire is a stole, reserved for military, which can be ordered at the bookstore (\$46 before tax). Be prepared to show a military ID or DD214.
- **Alpha Delta Nu - contact Dr. David Welsh, 256-306-2988**
- **Co-Op - contact Rachel Reid, 256-306-2880**
- **Lambda Epsilon Chi Paralegal Honor Society - contact Brian Oakes, 256-890-4735**
- **National Student Nursing Association - contact Dr. Cathy Simpson (DEC), 256-306-2797 or Joy Waybright (HSV), 256-890-4726**
- **Phi Theta Kappa - cords/stoles/tassels can be purchased at ptk.org/shop**
- **Sigma Kappa Delta - contact Dr. Leigh Ann Rhea (DEC), 256-306-2940 or Bradley Sides (HSV), 256-713-4845**



PERSONAL ATTIRE/ETIQUETTE:

For the sake of uniformity, men are requested to wear dark (black or navy blue) pants, white shirt with a tie or bow-tie, and dark shoes. Women are requested to wear dresses that are approximately the same length or shorter than the gown, or dark dress slacks and dark shoes.

- *No large or dangling jewelry*
- *No cell phones please*
- *No corsages*
- *No chewing gum*
- *No large handbags/purses/backpacks*
- *Please leave personal items in your vehicle. You will NOT be allowed to carry items with you in the arena.*

INVITATIONS/ANNOUNCEMENTS

Custom invitations and announcements can be ordered through any service provider of your preference. Class rings may be ordered through the Jostens website (www.jostens.com).

VBC PARKING & SECURITY

All vehicles will be expected to pay a parking fee (\$5 city lot or \$10 VBC lot) and individuals will be subject to a security check. Candidates will go through the security check upon arrival to the East Hall of the VBC. All other guests will enter and go through the security check via the front of the VBC Arena. Please reference <https://www.vonbrauncenter.com/event-security-safety/> for VBC safety and security policies and procedures. Please note that the VBC is now a cashless facility.

DISABILITY ACCESS

*Accessible seating for persons with impaired mobility is available and will be designated and reserved within the VBC Arena, during the ceremony. Interpreting services for the hearing impaired will be available. If you or your family need special accommodations, please send an email to graduation@calhoun.edu by **April 19, 2024**.*

OFFICIAL PHOTOGRAPHER - ZAP FOTO

ZAP Foto will be available to photograph your degree/certificate presentation. Students are not obligated to make a purchase. For participants, a proof will be mailed to you following graduation, and you may order photographs if you wish. Contact information for photography will be provided. ZAP Foto will be the only persons with clear access to the stage.

For more information about ZAP Foto, please use a QR code scanner on your phone and scan the following code:



DIGITAL PROGRAMS

A QR code that links to a digital program with a full listing of student names will be distributed at the ceremony for graduates and guests. A printed copy of the full program will be distributed to each graduate at the ceremony to have as a keepsake.

LIVE BROADCAST

Commencement will be live streamed at calhoun.edu and across Calhoun social media. At the conclusion of the ceremony, the video will be archived and accessible on the Calhoun Community College YouTube Channel.

DIRECTIONS TO THE VON BRAUN CENTER

From I-65 (North or South)

Take Exit 340 to Huntsville I-565 headed East. Travel approximately 19 miles to exit 19-C to Washington Street. Turn right on Washington Street, cross over the bridge to the first traffic light – Monroe Street. Turn right onto Monroe Street and travel to the third traffic light (Clinton Avenue). To reach additional handicap parking, continue south on Monroe Street. Additional handicap parking is on the right. To reach the North Hall or South Hall Parking Garage, turn right (west) on Clinton Avenue from Monroe Street. The North Hall is on your left or continue to the next traffic light and turn left on Pollard Avenue to access the South Hall Parking Garage.

Entering Huntsville from 72 West (from Scottsboro)

Take exit 19-A to Jefferson Street after Highway 72 West merges into I-565. Follow Jefferson Street to the first red light at Monroe Street, and turn right. Stay on Monroe until you come to the Clinton Avenue red light. You can turn right on Clinton to go to the North Hall parking area (it will be on your left). Otherwise continue on Clinton and turn left on Pollard Street to access the South Hall Parking Garage. Continue on Monroe Street to access additional handicap parking which will be on your right.

Coming in from Guntersville, Highway 431 West

431 West will become Governors Drive. Follow Governors Drive across California Street and past Huntsville Hospital on your right. Turn right at the traffic light at Monroe Street. Go through the light at St. Clair, and turn left at the next light to stay on Monroe. Additional handicap parking will be on your left in front of the VBC. For North Hall parking turn left at the Clinton Avenue light. North Hall parking will be on your left. For the South Hall Parking Garage, continue on Clinton Avenue and turn left on Pollard Street.

www.calhoun.edu/graduation