SHRS Fall Graduation Ceremony Information

Saturday, Dec. 16, 2023, at 10 a.m.
Soldiers and Sailors Memorial Hall & Museum
4141 Fifth Avenue, Pittsburgh, PA 15213
(Doors open at 9 a.m. Students must be lined up by 9:45 a.m.)
The ceremony will last approximately two hours.
Tickets are not required for admission. (maximum of eight guests)

Regalia is required to participate – click here for more information.
Record your name for the Name Announcer in NameCoach – click here for more information.

We will be livestreaming the event on our SHRS Facebook page and YouTube channel. The students who are not in attendance will have their name and the degree earned announced during the ceremony.

Information can also be found on the SHRS Commencement website.

To officially submit your RSVP to attend or NOT to attend – click on the link in your email invitation by Friday, November 10.

If you RSVP to attend, your name will be added to the student lineup procession and a seat will be reserved for you.

VERY IMPORTANT: If you can no longer attend after you have RSVPed, inform Kellie Beach ASAP at kbeach@pitt.edu so that the lineup and seating can be adjusted.

Maximum Number of Guests Per Student
Each participating student may bring a MAXIMUM of eight guests. We will not be requiring tickets.

- In your RSVP, please indicate the number of guests you plan on having in attendance.
  Students and children under the age of 2 are not to be included in this count.
- Guests are NOT permitted to bring balloons into the auditorium.

Seating is on a first-come, first-served basis. Seating and parking accessibility information is listed below under Soldiers and Sailors Memorial Hall. Please note any seating accessibility needs in your RSVP.

OIS Fact Sheet About Inviting Friends / Relatives to the U.S.:
https://www.ois.pitt.edu/sites/default/files/docs/InvitingFriendsandRelatives.pdf

If you have any additional questions, you can reach out directly to OIS:
Office of International Services | Office of International Services (pitt.edu)
Email: OIS@pitt.edu / Phone: +1-412-624-7120
Regalia (Cap, Gown and Hood)
All participating students are required to purchase and wear regalia for the ceremony. If you have any questions regarding regalia, please visit or contact the University store.

- If you are a Master of Physician Assistant Studies student, you will order your regalia through your Student Group Treasurer, Leah Meyers, LEM152@pitt.edu. She will be reaching out to you soon to gather the information that is needed to order your regalia.

Starting on November 14, students can order regalia online using this link: Shop Regalia | The University Store on Fifth or purchase your regalia at Graduation Central which will be held at the University Store on Fifth, Tuesday, Nov. 14 (10 a.m. – 7 p.m.) and Wednesday, Nov. 15 (9 a.m. – 6 p.m.).

- See the attachment; Ordering your 2023 Regalia and Additional Information, that is included with your invitation for additional information on pricing and pickup.
- More information regarding regalia (including recycling and a video on how to properly wear your regalia) can be found at this link: University Store - Regalia and Graduation Information

Other Information Regarding Regalia and Attire:
All students should wear their tassels on the right side of their mortarboard.

- We will not have extra regalia or components of regalia for you at the ceremony. Please come prepared!
- Please wear sensible shoes as you must go up and down steps to the stage.

Hooding for Graduate Students
These students should carry the hood on their left arm as they approach the stage for hooding.

- Doctoral degrees in Physical Therapy, Occupational Therapy, Audiology, Physician Assistant Studies, Doctor of Clinical Science in Occupational Therapy and Speech-Language Pathology will be hooded on stage by their department.
- PhD recipients will be hooded on stage by their committee chair and the title of their dissertation will be read.

Honor Cords for Undergraduates
Undergraduate Honor Cords will be given out at Graduation Central. If you are unable to pick them up at Graduation Central, SHRS will have them for you in your student line-up area at the ceremony. This applies to December 2023 graduates ONLY.

- To qualify for Honors, one must have completed 60 letter-graded credits of coursework from Pitt and have a 3.250 Cumulative GPA.
- This will be based on your previously enrolled (spring or summer 2023) term, as your grades are not final for fall term until December 19.

Stage Name Announcer
To ensure the graduates’ names are more correctly pronounced as they walk across the stage, students will be asked to record their spoken name on the NameCoach website using a designated link. The NameCoach link will be provided below and will be in the students’ RSVP confirmation email.
Tips for using the NameCoach Site:

1. If the student has previously recorded their name on this website click on the Already registered on our site? link, located at the bottom on the webpage and Log In.
   1. Use the Forgot Password option, if needed.
   2. The past recording will automatically be saved. The student will see a green banner confirming the name was successfully recorded. No additional recording will be needed!

2. If the student is new to NameCoach, the student will complete the required fields and we suggest choosing the Phone option to record their name. Once recorded, click Submit and Finish.

Click on this link (https://name-coach.com/record/RECOGDAYDEC2023) to go to the NameCoach page.

- If you have any questions concerning NameCoach, contact Lori at LAK103@pitt.edu.

Soldiers and Sailors Memorial Hall
Soldiers and Sailors Memorial Hall and Museum is a National Register of Historic Places landmark in Pittsburgh. It is the largest memorial in the United States dedicated to honoring all branches of military veterans and service personnel.

Parking and Guest Accessibility

- Parking is available on the street or in the parking garage located under the Hall at 4390 Bigelow Blvd.
- There is no physical connection or elevator from or between the garage and the Hall. You must walk outside the garage to enter the Hall.
- It’s a $5 flat fee to park there for the day. (Note: Pitt does not accept American Express credit cards.)
- All vehicles must enter on the Bigelow Boulevard side entrance (the University Place side is lease only).
- Guests with disabilities (wheelchair or limited walking) may park on the top (first floor) of the garage. Please specify this to the attendant when entering.
- Guests that need assistance may also be dropped off at the Soldiers and Sailors outdoor parking lot located at the corner of O’Hara Street and University Drive. There is a wheelchair ramp in the lot that enters directly into the building. This lot is only for drop off. NO parking is permitted in the outdoor Soldiers and Sailors parking lot. Drop-off is marked in Yellow below.
Accessibility Inside the Auditorium

Once inside the auditorium there is a back row for wheelchairs, and we will reserve the row in front of the wheelchair row for others to sit with them. Please note this in your RSVP.

Accessible restrooms are located on the third level, accessible via two elevators.

Photographer

GRADIMAGES will be taking individual photos of students as they walk across the stage.

- Grad Images will email each student their proofs and pricing to order prints soon after the event.

Flowers

The Commencement Flower Company will be at Soldiers and Sailors selling flowers in the lobby. Flowers may also be pre-ordered through this link: https://www.thecommencementgroup.com/pitthealth/

Have questions? Contact:

Kellie Beach, director of Student Services and registrar, kbeach@pitt.edu

Lori Kieffer, student services coordinator, LAK103@pitt.edu

We look forward to celebrating this milestone with you!