

POINT PARK UNIVERSITY

Undergraduate Commencement Ceremony 2024-2025

Frequently Asked Questions (FAQs)

How do I apply for graduation?

Visit <http://www.pointpark.edu/About/AdminDepts/RegistrarsOffice/StudentResources/Graduation>. The Office of the Registrar must determine your eligibility for degree conferral so that your diploma can be issued once you've successfully fulfilled your degree requirements. The application also ensures that your name will appear in the printed program booklet that will be distributed at the commencement ceremony. Applications are to be submitted to the Office of the Registrar no later than:

Fall – July 31

Spring – September 30

Summer – January 31

Remember: Failure to apply for graduation will result in unwanted (and unnecessary) delays in degree conferral and diploma issuance. Also, if you do not apply, your name will likely not appear in the printed program.

What do I need to do to ensure that I graduate on time?

Submit your graduation application as indicated above. Then, review your advising worksheet with your advisor to make sure you have met all necessary degree requirements. Check the status of your application and official degree audit in PointWeb: *Students > Degree Information > Graduation Application Status > Procedure List > Procedure*.

What is the difference between the Commencement Ceremony and the Graduate Degree Hooding Ceremony?

Graduate Degree Hooding Ceremony – This ceremony is for individuals earning graduate-level degrees. The Dean of each graduate program will place the hood on those earning graduate-level degrees. This ceremony replaces the traditional commencement ceremony, which only undergraduates will attend.

Commencement – This ceremony is for individuals earning degrees at the undergraduate level. This ceremony is more traditional in nature, and the Dean of each program will present each graduate with a diploma cover.

🎓 Who is eligible to participate in the Commencement Ceremony?

All undergraduate degree candidates who completed their degrees in Fall 2024 and those who will complete their degrees in either Spring or Summer 2025 are invited to walk in the April Commencement Ceremony.

🎓 When will I receive my diploma?

Once your degree has been conferred by the Office of the Registrar, the diploma will be ordered from the Michael Sutter Company. You can expect delivery within 4-6 weeks after degree conferral.

🎓 Am I required to attend the Commencement Ceremony?

All graduating seniors are encouraged to attend, but attendance is not mandatory. The objective of the Commencement Ceremony is to ceremoniously recognize, congratulate, and celebrate students who have worked hard to earn a bachelor's degree.

🎓 How long is the Commencement Ceremony?

The ceremony should last approximately two (2) hours.

🎓 Will there be an opportunity for me to interact with my professors, family, and friends?

Yes. Unless you receive specific instructions from your academic department to report elsewhere, you may meet and greet both invited guests and faculty members in the main entrance lobby near the Highmark Gate.

🎓 Is the venue for the Commencement Ceremony accessible to the disabled?

Yes, all facilities in PPG Paints Arena are accessible to the disabled. Accessible seating is available on all seating levels. Volunteers will be available at the check-in table to assist individuals in need. *It is strongly recommended that individuals with physical limitations bring their own wheelchair.*

🎓 Do I need to notify anyone if I plan to attend the Commencement Ceremony?

Yes, if are planning to participate in the ceremony, you must let us know by submitting an RSVP online: <https://dynamicforms.ngwebsolutions.com/Submit/Start/7086d189-f9f2-4802-a9a0-8a6af37a6d2b>. The deadline to RSVP is **April 15, 2025**. Note: this task is required for participation the ceremony and is completely unrelated to the graduation application in PointWeb.

🎓 Is there a rehearsal?

No, there will not be a rehearsal for this event. Your calling card will indicate your place in line, and staff members will assist with both the procession and seating.

🎓 How will I know what to do when I arrive for the Commencement Ceremony?

All students attending the ceremony should enter through the HIGHMARK gate at PPG Paints Arena and report to line-up no later than 12:00 pm. Further instructions will be given at that time. You will receive your calling card at check-in.

🎓 Do I need to check in upon arrival at PPG Paints Arena?

Students are to report to registration on the Main Floor of PPG Paints Arena and then proceed to the Lower Level by 12:00 pm for line-up. Staff members will direct you to the appropriate line. You must bring your calling card, so do not lose it!

📌 Where should my invited guests and I park?

Parking will be available at the East Lot, as well as the PPG Paints garage for a fee. Other surrounding lots may be available. Valid disabled parking place cards are required. Accessible space is limited, and early arrival is strongly recommended.

📌 What time will my invited guests be able to enter PPG Paints Arena for the Commencement Ceremony?

Doors at the HIGHMARK gate will open at 11:30 am. The ceremony will begin promptly at 12:30 pm.

📌 How many family members and friends may attend?

This free event is open to all family members and friends who would like to attend. Tickets are not required.

📌 May children attend Commencement Ceremony?

Yes, children are welcome to attend the Ceremony; however, childcare is not available and will not be provided at the ceremony venue. Children should be supervised and accompanied by family members during the ceremony.

📌 Where can I purchase my cap, gown and hood?

Caps and gowns (and hood, if applicable) may be ordered at the Graduation Fair at Point Park University, February 18 & 19, 2025. If you are unable to attend the Graduation Fair, please visit or call the Point Park University Bookstore (412-392-3448), or order online beginning 02/07/2025 (the portal will not open until that date): www.oakhallcg.com/pages/point-park-landing.

Deadlines for ordering are as follows:

In-store pickup: order by **03/20/2025**. These will be ready for pick-up at the University Bookstore beginning **04/18/2025**.

Home delivery: order by **04/06/2025**.

Remember: it is YOUR responsibility to obtain a cap and gown and to bring it with you to the Commencement Ceremony! “Extra” regalia items will not be available to borrow or purchase on the day of the ceremony.

📌 Must I wear a cap and gown?

Yes, participation in the Commencement Ceremony requires that you wear the traditional cap and gown, which are the only appropriate and acceptable academic attire for such an event. The University will not provide these items for those who forget to bring their own.

📌 What should I wear under my cap and gown for the Commencement Ceremony?

In order to honor the dignity of the ceremony and maintain a professional atmosphere, it is expected that you wear appropriate business or dress clothing and shoes under your regalia.

📖 On which side of my cap do I wear my tassel?

Before candidates receive their degrees, the tassel is worn on the right side of the cap. After the ceremonious conferral of the degree (this will be announced at the appropriate moment of the program), you will move your tassel to the left side.

📖 Where can I find information about Graduation Honors (*Cum Laude, Magna Cum Laude, Summa Cum Laude*)?

These terms are defined on p. 58 of the Undergraduate Catalog, which can be found here: <https://www.pointpark.edu/about/admindepts/academicandstudent/universitycatalogs/point-park-undergrad-catalog.pdf>. Only students who meet the minimum GPA requirement 3.5 as of *the end of the Fall 2024 term* will be eligible to wear yellow academic honors cords.

📖 May invited guests take pictures during the ceremony?

Yes, it is encouraged.

📖 Will I have my photograph taken by a professional photographer at the Commencement Ceremony?

Yes. Grad Images will be photographing each graduate as they cross the stage at the Ceremony. You will be contacted directly by Grad Images via email with an invitation to purchase your photos; however, there is no obligation to purchase these.

📖 Where can I order diploma frames, class rings, etc.?

These items can be ordered through the Point Park University Bookstore.

📖 I won't be attending the Commencement Ceremony. How will I get my diploma?

All students who apply for graduation, regardless of attendance at the ceremony, will first be reviewed and verified as having fulfilled all requirements pertaining to their degree. Then, your diploma will be mailed to the address you provided in your graduation application. You can expect delivery 4-6 weeks after graduation.