

DATE: February 2008

TO: M.A. C, D, and L Track Counseling Psychology Graduating Students

FROM: Mike Goff, Director of Operations

RE: Commencement Exercises 2008

These instruction sheets contain important information regarding your commencement. Careful attention to their contents will assist us with our goal to present an enjoyable, meaningful, and memorable ceremony.

As you know from previous correspondence sent from the Office of the Registrar, your **commencement exercises are scheduled for Saturday, May 24, 2008 at 9:30 a.m., followed by a reception. For those graduates presenting their thesis, presentations for all Tracks are scheduled for Friday, May 23 from 9:00 a.m.-5:00 p.m.** Both events for the three Counseling Tracks will be held on the **Ladera Lane Campus.**

CAMPUS ARRIVAL

Please arrive on campus in time to pick up your cap gown between 8:00 and 9:00 a.m. The ceremony will take place inside the Barrett Center.

CAMPUS DEPARTURE:

Graduates and guests are requested to **depart from campus by 1:30 p.m.** in order to accommodate commencement ceremonies for other programs.

CAP AND GOWN:

Graduates may pick up their caps and gowns in Classroom D between 8:00 and 9:00 a.m. prior to lining up for the processional. After the ceremony, please remember to return your cap, hood, and gown to Classroom D before attending the reception. A campus map is included.

COMMENCEMENT ELIGIBILITY:

As a reminder, in order to graduate, all documentation for completion of degree requirements must be received by the Registrar's office by **April 18, 2008.** If you are uncertain as to the status of your file, please call Francine Matas, Registrar, at (805) 679-6165. Your personal therapy hours and traineeship forms must have been completed and signed off by Willow Young, Director of Clinical Training and Clinical Coordinator (Track L), or Martha Feng, Clinical Coordinator (Tracks C & D); and your thesis must have been completed and signed off by Patricia Katsky, Research Coordinator (Track L); or Tom Elsner, (Track D), or Avrom Altman, Director of Research & Research Coordinator (Track C). All financial obligations must be paid in full by **May 16, 2008.** For student account information, please call Leanne Ackler, Students Accounts Coordinator, at (805) 679-6107.

DIRECTIONS TO LADERA LANE CAMPUS:

A map with detailed directions on how to arrive at the Ladera Lane Campus is included for your convenience.

GUEST PASSES:

Remember there is a limit of four (4) people who may attend as your guests. Due to county and neighborhood interests, it is not possible for us to expand this number. These passes will be mailed to you at a later time.

HOLIDAY TRAFFIC:

Santa Barbara area roads and highways can become quite congested during the days surrounding Memorial Day. Allow yourself plenty of time to arrive, receive your cap and gown and be in place before the start of the ceremony, which begins promptly at the appointed time. Please remind your guest(s) to also plan accordingly.

PARKING:

Parking guidelines and the shuttle transportation system are governed by Pacifica's Conditional Use Permit (CUP) issued by Santa Barbara County. **For this reason each graduate, including his or her guest(s), is restricted to parking one vehicle only on campus during the ceremony.**

This restriction may require special effort on your part in making arrangements with your family and friends and we thank you for your cooperation. We suggest that you meet your guests at the Best Western Carpinteria Inn and/or carpool to campus. **Please inform your guests about campus parking restrictions and procedures.**

You will be issued two Parking Permits (1 for thesis presentations on Friday and 1 for graduation on Saturday) to be displayed in the vehicle you or your guest(s) drive to campus. When you arrive on campus, you will be guided to the available parking areas.

SHUTTLE SERVICE:

Pacifica's shuttle service will be operating from 8:00 a.m.– 6:00 p.m. on Friday, May 23 and from 8:00 a.m.-1:30 p.m. on Saturday, May 24 between the Best Western and Pacifica. While the shuttle will run continuously between these locations before and after events, a shuttle is also available upon demand by calling (805) 896-1887 or (805) 896-1888. **If you are using the shuttle service, you and your guests should allow additional time in your schedule for shuttling.**

PROCESSIONAL, CEREMONY, AND RECESSIONAL:

At 9:15 a.m. graduates will line up in twos by height (short to tall) on sidewalk outside Classroom D; Track L first, then C, and then D. The faculty will begin the procession promptly at 9:30 a.m., followed by the graduates in the above order. Faculty and graduates will remain standing until after the invocation.

Beginning with the MA-L group, MA-C, then MA-D, a faculty member will call your name (in alphabetical order). You will be hooded and receive your diploma. You are invited to address the audience briefly about your experience at Pacifica and its meaning for you or you may elect to speak about your thesis research. *Please limit your talk to a minute or so.* After the commencement ceremony, the faculty will lead the recessional, followed by MA-L, MA-C, then MA-D classes.

A summary of procedures and detailed seating instructions will be distributed during gown pickup in Classroom D.

RECEPTION:

A reception will take place immediately after the ceremony in the Dining Hall.

THESIS PRESENTATIONS:

On Friday, May 23 thesis presentations will begin at 9:00 a.m. Presentations by MA-C, MA-D, and MA-L graduates will be held on the Ladera Lane Campus, according to a schedule provided by the Counseling Research Coordinators' office.

PLEASE, NO PETS:

Please do not bring pets to any of the commencement events. With respect to the needs of all community members and our neighbors, animals are neither allowed on campus grounds nor in campus buildings and are not to be left in parked cars. Your cooperation, and that of your guest(s), is greatly appreciated. Service dogs are, of course, accepted.

IMPORTANT TELEPHONE NUMBERS FOR QUESTIONS ABOUT . . .

- | | |
|---|---|
| •Event procedures and scheduling | Mike Goff
(805) 879-7339 |
| •General Questions Counseling Program | Joanne Lopez Hayden
(805) 969-3626 ext. 358
Wendy Davee
(805) 969-3626 ext. 319 |
| •Completion of Academic Requirements | Francine Matas
(805) 679-6165 |
| •Completion of Traineeship Requirements | Willow Young (Track L)
(805) 969-3626 ext.321
Martha Feng (Track C & D)
(805) 969-3626 ext. 333
Aliciso Enciso
(805) 969-3626 ext. 325 |

•Completion of Thesis

Tom Elsner (Track D)
(805) 969-3626 ext. 320
Avrom Altman (Track C)
(805) 969-3626 ext. 324
Pat Katsky (Track L)
(805) 969-3626 ext. 323
Sybille Wesner-Salperto
(805) 969-3626 ext. 315

•Student Account status

Leanne Ackler
(805) 679-6107

•Caps, gowns and hoods

Rob Case
(805) 679-6198