

DATE: February 2017

TO: M.A. Engaged Humanities Graduating Students; M.A./Ph.D. Mythological Studies Graduating Students

FROM: Jeff Abraham, Director of Guest Services

RE: Commencement 2017

These instruction sheets contain important information regarding your commencement ceremony. Careful attention to their content 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 ceremony is scheduled for Saturday, May 27, 2017 at 3:15 p.m., followed by a reception.** The M.A. Engaged Humanities ceremony will be held conjointly with The M.A./Ph.D. Mythological Studies commencement ceremony at the **Ladera Lane campus.**

CAMPUS ARRIVAL:

Please arrive on campus in time to pick up your cap and gown on Saturday, May 27th between 2:00 p.m. and 2:45 p.m. The ceremony will take place inside the Barrett Center on the Ladera Lane Campus.

CAMPUS DEPARTURE:

Graduates and guests are requested to **depart from campus following the reception by 6:45 p.m.**

CAP AND GOWN:

Graduates may pick up their cap and gown in Classroom D between 2:00 p.m. and 2:45 p.m. prior to lining up for the processional. Please remember to return your gown and hood to Classroom D after the ceremony.

COMMENCEMENT ELIGIBILITY:

Please refer to the Registrar Commencement Letter on the Commencement website for more information. If you have specific questions, a list of who to contact and their phone and email information is included at the end of this memo.

DIRECTIONS TO LADERA LANE CAMPUS:

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

GUESTS:

Remember there is a limit of four (4) people who may attend as your guests. Due to county and neighborhood limitations, it is not possible for us to expand this number. A letter will be mailed to you at a later date and time with the number of guest(s) you have registered to attend.

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, to receive your cap and gown, and 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 and his or her guest(s) is restricted to parking no more than one vehicle 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.**

PROCESSIONAL, CEREMONY, AND RECESSIONAL:

At 3 p.m. graduates will line up in pairs by height (short to tall) on the sidewalk outside of Classroom B with the M.A. Engaged Humanities graduates first, followed by the M.A. Mythological Studies graduates second, and then the Ph.D. Mythological Studies graduates. The faculty will begin the procession promptly at 3:15 p.m., followed by the graduates in the above order. Faculty and graduates will remain standing until after the invocation.

During the ceremony, a faculty member will call your name (in alphabetical order), and your dissertation title will be announced (if you are a Ph.D candidate). You will be hooded and will 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 dissertation research. Please limit your talk to no more than two minutes. After the commencement ceremony, faculty will lead the recessional, followed by the Ph.D. Mythological Studies graduates, the M.A. Mythological Studies graduates, and then the M.A. Engaged Humanities graduates. A summary of procedures and detailed seating instructions will be distributed during gown pickup in Classroom D.

RECEPTION:

A reception will take place immediately following the ceremony on the East lawn of the Ladera Lane campus.

SHUTTLE SERVICE:

For your ceremony, Pacifica's shuttle service will be operating from 1:45 p.m.–6:45 p.m. between the Best Western and Pacifica. While the shuttle will run continuously between these locations before and after the commencement events, a shuttle is also available upon request by calling (805) 896-1887 or (805) 896-1888. **If you are using the shuttle service, you and your guest(s) should allow additional time in your schedule for shuttling.**

PLEASE, NO PETS:

Please do not bring pets to 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. An exception is made for service animals.

IMPORTANT CONTACT INFORMATION FOR QUESTIONS ABOUT . . .

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| •Event procedures and scheduling | Jeff Abraham
(805) 879-7330
jabraham@pacifica.edu |
| •General Questions - Mythological Studies Program | Meghan Sandoval
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| •General Questions - Engaged Humanities Program | Sue Gary
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| •Completion of Academic Requirements | Francine Matas
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| •Completion of Dissertation Requirements | Robyn Cass
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| • Student Account status | Mary Haney
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| • Caps, gowns, and hoods | Rob Case
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