

# HISTORY COMMENCEMENT CEREMONY

Wednesday May 16, 2018, 9:30am

Zellerbach Auditorium

Speaker: TBD

**The Event:** **8:30 am:** Doors open for guest seating, followed by musical interlude from **8:30–9:30 a.m.** Graduating students assemble in the second floor Mezzanine in Zellerbach for processional.

**The ceremony begins promptly at 9:30 a.m.**

**The Aftermath:** A reception for graduates and their guests will immediately follow the ceremony in Lower Sproul Plaza. Refreshments will be served. The ceremony should end around 11:30 a.m.

We hope that the following details will answer all of your questions about the commencement ceremony proceedings; but if they don't, please contact Leah at [leahf@berkeley.edu](mailto:leahf@berkeley.edu). Additionally, please check the department website for updates: [history.berkeley.edu/commencement](http://history.berkeley.edu/commencement)

**Rehearsal:** There isn't one.

**Simple Instructions:** **Arrive by 9:00 a.m. at the absolute latest.** IMMEDIATELY upon your arrival, go to the grad assembly area in the second-floor mezzanine in Zellerbach. Department staff will be distributing yellow cards in the area near the (closed) café, so please pick up the card with your name pre-printed on it. Then, line up by the sign that bears the name of your general area of emphasis—US, East Asia, Latin America, etc. **DO NOT LOSE YOUR YELLOW CARD.** If you become dazed and confused, use the skills you acquired as a history major and re-read the instruction sheet that you are clutching compulsively in your hand.

**The Processional:** You will then process from the second-floor mezzanine in Zellerbach into the seating area when directed to do so. You will be led down a center aisle and directed into the seats in front of the stage area. **DO NOT** change your seat. **DO NOT** lose your yellow card.

**Then:** Rise when we cue your group and walk gracefully down the aisle toward the stage; smile for the photographer; put your legs in motion and swallow hard when cued; hand your yellow card—remember those yellow cards?—to the speaker at the podium; saunter sophisticatedly across the stage as your name is announced, accepting your handshake to thunderous applause; trip light-headedly back to your original seat. An usher will show the way.

**Notice of Intention  
to Attend:**

Register online at [history.berkeley.edu/commencement](http://history.berkeley.edu/commencement) from **March 5–April 30**. Please be certain to use the **Undergraduate Student Registration Form**.

To get your two **(2) free tickets**, you **must** register online by **Friday, April 6**. If you miss the free ticket deadline, you may still register to participate via the online form until **April 30**. Any registration requests **after April 30** should be directed to Anne at [history-ssc@berkeley.edu](mailto:history-ssc@berkeley.edu) and we'll see what we can do.

The Department Chair will be including a few student stories in his speech. When registering to attend, you will be asked to list your notable accomplishments and activities, and to provide a brief anecdote that might help the audience understand what the process of earning your degree in history has been like. Your thoughtful answers to a few other questions will help us evaluate how we have been serving you, and how we can serve our future Bears better.

**Tickets:**

Tickets are required of all guests (not you). There are two ways to get tickets:

**1. Get 2 FREE tickets when you register for the History Commencement online by April 6 at [history.berkeley.edu/commencement](http://history.berkeley.edu/commencement)**

**2. Buy more tickets beginning April 10.**

Commencement tickets may be purchased through Cal Performances in person at the Zellerbach Hall ticket office, by phone, and online (a link will be provided at [history.berkeley.edu/commencement](http://history.berkeley.edu/commencement)). Tickets are \$10 each.

We recommend that you purchase in advance to ensure that you secure extra seats for your guests; if tickets are still available, they will be sold at the venue on Commencement Day.

Since **there will NOT be reserved seating**, tell your adoring public to get there early for the best view. Please direct your family and invited guests to our website for more details.

No tickets will be sold through the History Department.

**Free ticket distribution will be available only from April 16–April 30.**

Graduating students who sign up for our commencement ceremony online by the April 6 deadline are eligible to pick up two free tickets. Students must appear in person at the main History Department office (3229 Dwinelle) with their student ID card in order to pick up their free tickets. The office is open Monday–Friday, 9 a.m. – 12 p.m. and 1–4 p.m.

**The Plea:**

Consider making a donation towards the senior gift campaign. Find the link on our website or click [HERE](#). Identify your donation as going to "History" so that you are helping to fund the next generation of historians.

**Accessibility:** The ceremony and reception are wheelchair-accessible. Individuals who wish to request disability-related accommodations, including special parking arrangements, should contact the department at [history-events@berkeley.edu](mailto:history-events@berkeley.edu). Please request accommodations as soon as possible since some types of accommodations take several weeks to arrange. In most cases, the University can respond to requests for accommodations up to a week prior to the event.

**The Speeches:** Would you like to share the stage with our featured speaker? Submit a draft of a 5-minute speech to Leah Flanagan's office, 3226 Dwinelle, by Monday, **April 6**. A committee will select the most brilliant and appropriate from among this stellar group. If it's yours, you will give the undergraduate address to your graduating class. Family and friends will be blown away.

**The Costume:** Caps and gowns are optional, but 99% of participants wear the gear. Cap and gown cost is \$45. Go to The Cal Student Store ([calstudentstore.berkeley.edu](http://calstudentstore.berkeley.edu)) any time to purchase your apparel. There will also be a "myGrad" event from April 4-6 on Lower Sproul Plaza where you can get all of your commencement swag, including regalia. Cap and gown packages are discounted at this event. (Remember, the tassel starts on your right.)

**The Alternative:** The Commencement Convocation (the main University-wide commencement ceremony) is planned for Saturday, May 12 at 10 a.m. More information is available online at [commencement.berkeley.edu](http://commencement.berkeley.edu). You are welcome to attend both, but of course only the History Department will read your name and thesis title as you cross the stage.

**Diplomas & Other Pieces of Paper:** You will receive only a souvenir certificate at graduation. Your Spring grades must still be processed, and diploma printing takes a while. Diplomas will be available about four months after the end of the term. If you need proof of graduation before then, you can request this at Cal Student Central in 120 Sproul Hall: [registrar.berkeley.edu/academic-records/transcripts-diplomas](http://registrar.berkeley.edu/academic-records/transcripts-diplomas)

Please go to CalCentral online now to record a diploma mailing address. If you do not supply a different address by the July deadline, the diploma will be mailed to your permanent home address.

Please join us to celebrate the end of your undergraduate career. It will be enormously fun! And after all, this is the last time the Berkeley bureaucracy can make you queue for the U.

Salutations and Congratulations!

Leah Flanagan & Your Student Services Team