



**ST. JOHN'S**  
**UNIVERSITY**  

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**SCHOOL OF LAW**

# **Commencement Guide**

## **Sunday, June 4, 2017**



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## **Important Dates**

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### **Monday, April 3 through Friday, May 5, 2017**

Commencement Ticket Distribution  
Career Development Office (Room 3-27)  
See page 7 for details

### **TUESDAY, APRIL 25, 2017**

#### **DEADLINE FOR ORDERING CAP AND GOWN**

See Academic Attire on pg. 5

### **Wednesday, May 31, 2017**

Academic Attire Distribution  
1:00 p.m. – 6:00 pm  
Belson Moot Court Room (Room 2-13)

### **Sunday, June 4, 2017**

9-10 a.m.      Academic Attire Distribution  
                    Taffner Field House

10 a.m.         Commencement Mass  
                    St. Thomas More Church

12 p.m.         Commencement Ceremony  
                    Carnesecca Arena

2 p.m.          Reception  
                    Taffner Field House

### **Friday, July 28, 2017**

Final Day to Empty Lockers  
Locks will be broken and items will be removed from lockers and disposed of  
after this date.

## **Honoree/Commencement Speaker**

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To be announced.

## **Commencement Day Timeline**

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**Sunday, June 4, 2017**

- 10:00 am**    **Commencement Mass (optional)**  
St. Thomas More Church
- 11:00 am**    **Student Arrival and Line-up**  
Taffner Field House
- 11:50 am**    **Commencement Procession Begins promptly at 11:50 am**  
Carnesecca Arena
- 12:00 pm**    **Commencement Ceremony**  
(Ceremony is approximately 2- 2 ½ hours)  
Carnesecca Arena

Followed by Commencement Reception in Taffner Field House

### **Dinner Reservations:**

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We recommend making dinner reservations no earlier than 4:00 p.m. on commencement day depending on the location. Please note the ceremony will take approximately 2 hours. All are welcome to attend the Commencement Reception in Taffner Field House immediately following the ceremony.

### **Graduate Photography**

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Photos of each graduate will be taken during the ceremony by GradImages ([www.gradimages.com](http://www.gradimages.com)). Each graduate will receive an e-mail containing their photo for purchase approximately one week after Commencement. *The e-mail will be sent to graduates' official St. John's e-mail accounts.*

## Academic Attire

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Academic attire is **free** of charge and is yours to keep following the ceremony. Follow the instructions below to place your order. Academic attire may not be altered or embellished upon in any way (honor cords etc...).

### Juris Doctorates (JDs)

Visit [www.stjohns.edu/law/commencement](http://www.stjohns.edu/law/commencement) and follow the instructions under the "Academic Attire Information" tab.

#### **THE DEADLINE FOR YOUR ORDER IS TUESDAY, APRIL 25, 2017**

JDs will receive the following attire for the commencement ceremony:

- Cap: Black velvet tam (cap)
  - Gown: Red doctoral gown with black chevrons
  - Hood: Purple velvet doctorate hood from St. John's University
- You will be hooded on stage. If you have a family member(s) that is a St. John's School of Law Alum and wish to have him/her participate in the hooding ceremony please note that in the online graduation application.

### LL.M. Graduates

Visit [www.stjohns.edu/law/commencement](http://www.stjohns.edu/law/commencement) and follow the instructions under the "Academic Attire Information" tab.

#### **THE DEADLINE FOR YOUR ORDER IS TUESDAY, APRIL 25, 2017**

You will receive the following attire for the commencement ceremony:

##### LLM in Bankruptcy

- Cap: Black velvet tam (cap)
- Gown: Black doctoral gown with purple chevrons
- Hood: Purple velvet doctorate hood with a silk lining that will correspond with the colors of the school from which you received your Juris Doctorate

##### LLM in US Legal Studies and Transnational Legal Practice

- Cap: Black velvet tam (cap)
- Gown: Black doctoral gown with purple chevrons
- Hood: Purple velvet doctorate hood from St. John's University

##### LL.M. in International and Comparative Sports Law

- Cap: Black velvet tam (cap)
- Gown: Black doctoral gown with purple chevrons
- Hood: Purple velvet doctorate hood from St. John's University

### **Academic Attire Distribution:**

#### Home Shipping:

For your convenience, you have the option to have your gown shipped to your home for a small fee. Details are on the ordering website.

Academic attire will also be distributed as follow for those not using the home ship option:

Wednesday, May 31, 2017

1:00 p.m. – 6:00 pm

Belson Moot Court Room (Room 2-13)

If you are unable to pick up your academic attire on the above dates, distribution will also take place on the day of Commencement:

Sunday, June 4, 2017

Taffner Field House

9:00 am – 10:00 am

### **Diploma Information**

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Diplomas will be mailed to graduates at the address provided on the graduation application. If you have a change of address after completing the graduation application, please update your profile on [St. John's Central](#) so that you will receive all important commencement and post graduation information.

## **Ticket Information**

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Each graduate will receive **10** tickets to Commencement.

### **Ticket Distribution:**

**Monday, April 10 through Friday, May 12, 2017**

Career Development Office – Room 3-27

To obtain graduation tickets, you must first fill out the on-line graduation application and complete an exit interview. To schedule your exit interview, please contact your Career Development counselor or the Career Development Office at (718) 990-6614 to make an appointment with your counselor. During the exit interview, you will meet with your counselor to discuss how he or she can continue to assist you following graduation. In addition, your counselor will collect important information about your post-graduation employment status. As you know, law schools are under an obligation to collect accurate and complete employment information on every graduate. Please arrive 5 minutes early so you can complete a graduate employment survey. The exit interview will last approximately 15 minutes. Once you have completed these steps, you will be eligible to receive your tickets to the Commencement Exercises which will be distributed by the Career Development Office.

Additional tickets will be distributed during academic attire distribution on May 31, 2017. Additional tickets are limited and will be distributed to graduates on a first come, first served basis. If you do not plan on using all of your tickets please give them to those graduates that need them.

### **Guest Requiring Special Assistance**

For guests in need of special assistance or seating accommodations for guests with disabilities, tickets are available through the Office of Special Events. Tickets can be picked up at the following times:

**Starting Monday, April 24, 2017**

Monday thru Thursday | 9 a.m. - 5 p.m.

Room 4-56

or

**Wednesday, May 31, 2017**

Academic Attire Distribution

1:00 pm – 6:00 pm

Belson Moot Court Room (Room 2-13)

Please contact Jennifer Manfredi at 718-990-6320 or [manfredj@stjohns.edu](mailto:manfredj@stjohns.edu) for more information.

## **Venue Information**

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The majority of the seats in Carnesecca Arena are bleacher seats. You are permitted to take photos during the ceremony; however we ask that you remain in your seat while doing so. Please see information regarding special assistance on page 7 if you require special seating. Food and beverage will not be sold in the arena; you are permitted to bring non-alcoholic beverages.

## **Hotels, Campus Map and Directions**

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For hotel information, directions to St. John's University's Queens Campus and a campus map please click here: <http://www.stjohns.edu/campuses/queens-campus/directions>

## **Parking Information**

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The campus will be open for vehicle parking on a first come first served basis. Participants and family members are urged to arrive early for parking on campus. All of the university gates will be open. Additional off campus parking is available on the immediate perimeter of the University but may require a short walk to St. Thomas More Church and Carnesecca Arena. Motorists are advised that parking in traditionally restricted zones such as blocking fire hydrants, fire lanes and handicapped parking spots will not be permitted and may result in a fine or towing of the violator's vehicle. The need for a campus parking permit will be suspended for the day of commencement.

Any persons with special needs may call the St. Johns Public Safety Department at (718) 990 6281. Escorts and handicapped parking will be available.



## Notice to Guests

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The Department of Public Safety would like to advise all attendees of the School of Law Commencement of the security and safety measures that will be in place. Your patience, understanding, and most importantly, your cooperation will be greatly appreciated. The Department of Public Safety will be working closely with the New York City Police Department and will assign Officers to all the entrance points to the ceremony and will be checking bags and packages. Please only bring necessary items and please review the list below for items that are not allowed:

- Backpacks
- No handbags or tote bags bigger than 10"x10"x10"
- Sealed packages of any kind
- Bottles or cans (glass or metal)
- Aerosol cans or noisemaking devices
- Alcoholic beverages
- Animals (unless a service animal)
- Flags, banners, or signs
- Any materials constituting unauthorized advertising or promotion
- Laser pointing devices

These enhanced security measures are intended to ensure this special day is enjoyable for our graduates and their families by providing a safe and secure venue for the Commencement ceremony. We thank all in advance for their cooperation.

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Thank you for your cooperation and congratulations!! If you have questions concerning the Commencement Exercises, please feel free to contact Jennifer Manfredi, Special Events Coordinator at 718-990-6320 or [manfredj@stjohns.edu](mailto:manfredj@stjohns.edu)