



PROVIDENCE  
COLLEGE



**PARENTS' GUIDE TO  
COMMENCEMENT**

**PROVIDENCE COLLEGE  
COMMENCEMENT WEEKEND  
MAY 18 -20, 2018**

***Dear Parents and Guardians:***

**Congratulations** on your son or daughter's upcoming graduation from Providence College!

Your senior student may experience distractions in his/her final weeks at Providence College. During this exciting and busy time, students might be delayed in relaying important details about Providence College's Commencement Weekend, which will be held May 18 – 20, 2018.

To that end, we are sending you this Commencement Guide so that you will have time to prepare for the weekend's festivities. Included in this guide is a schedule of the Commencement Weekend activities, answers to frequently asked questions, and a list of phone numbers you may find helpful.

If we can be of any assistance to you as you prepare for this joyous celebration, please call College Events at 401.865.2344 between 8:30 a.m. and 4:30 p.m., Monday through Friday, or feel free to email us at [colevent@providence.edu](mailto:colevent@providence.edu).

Also be sure to visit the College's website [www.providence.edu/commencement](http://www.providence.edu/commencement) for up-to-date notifications and information about Commencement.

Sincerely,



Deirdre A. Driscoll-Lemoine, MBA '98G, CMP  
*Director, College Events*  
*Office of Institutional Advancement*  
*Providence College*



Tara Baxter  
*Assistant Director, College Events*  
*Office of Institutional Advancement*  
*Providence College*

## **Schedule of Events**

### **Friday, May 18, 2018**

#### **ROTC Commissioning**

**4:00 p.m.**

#### **War Memorial Grotto**

Contact the Department of Military Science at 401.865.2471 for details.

### **Saturday, May 19, 2018**

#### **Academic Awards Ceremony**

**11:00 a.m.**

#### **Peterson Recreation Center**

(enter via the Concannon Fitness Center)

Students receiving honors or awards are expected to attend. All graduates and their families are invited to attend; tickets are not required. Please plan to be in your seat by 10:45 a.m.; the procession begins at 10:55 a.m. The ceremony is approximately one and one-half hours in length.

#### **Commencement Mass**

**4:00 p.m.**

#### **Peterson Recreation Center**

(enter via the Concannon Fitness Center)

All graduates are invited and encouraged to attend; tickets are not required. Doors open at 3:00 p.m.; the procession begins at 3:40 p.m. Late arriving guests will not be seated until after the processional is completed. An elevator is located in the lobby area of Peterson Recreation Center for guests with special needs. After Mass, students will process back to Mullaney Gymnasium in Alumni Hall before joining families at the reception on Slavin Center Lawn. It's best to designate a specific rendezvous site outdoors where your family can plan to meet after Mass. Seating is limited. Additional seating will be available in Mullaney Gymnasium

#### **Family Reception**

**5:30 to 6:30 p.m. (following the Mass)**

#### **Slavin Center Lawn**

All guests attending the Commencement Mass are invited to attend this reception. No tickets are required. Refreshments and light snacks will be available.

### **Sunday, May 20, 2018**

#### **Commencement Exercises**

**11:00 a.m.**

**Procession begins at 10:30 a.m.**

#### **Dunkin' Donuts Center**

**1 La Salle Square, Providence, RI 02903**

## Helpful Commencement Information

### Tickets:

#### **Does each guest in my party need a ticket, and is there a limit to the number of guests?**

Yes, every guest needs a ticket. Graduates will receive (5) guest tickets to Commencement. Tickets will be distributed to the graduates at Cap & Gown Day on April 18, 2018.

#### **Why is there a limit to Commencement tickets?**

The technological projection requirements necessary to execute this ceremony at the Dunkin' Donuts Center result in a loss of approximately one-third of the arena seats. The screens ensure that all in the arena have an opportunity to get a close-up view of their graduate at the milestone moment when they approach the stage to receive their degree.

#### **Will additional tickets be available?**

Students who may require additional guest tickets are encouraged to check with classmates. Many families will not use all five guest tickets. If you do not require all five guest tickets, please return them to the College Events, Harkins Hall 412. A **limited** number of tickets will be available through a lottery system. Families who may need one or two additional tickets (the maximum allotment), may submit requests to: <http://prov.ly/commencementlottery18>. REQUESTS MUST BE RECEIVED BETWEEN January 29 – February 11, 2018. Requests received after February 11 will not be considered. All winners will be notified by February 21 via email. Winning tickets will be distributed to the student at Cap & Gown Day on April 18, 2018.

#### **When do students order and receive their Commencement tickets and caps and gowns?**

All seniors are required to order their cap and gown on the Web between February 1 – March 16, 2018. Please note the ending date has changed.

An email will be sent to seniors to direct them to the Website. Cap & Gown Day will be held on April 18, 2018 in Slavin Center, '64 Hall from 10:00 a.m. – 5:00 p.m. Seniors will pick up their pre-ordered cap, gown, and honors cord (if applicable), as well as additional invitations, tickets to the Commencement exercises, and schedule cards.

#### **December 2018 Graduation Candidates**

Candidates for December 2018 graduation participate in the May 2018 graduation ceremonies. December candidates will be included in the official commencement program, where they will be recognized as December 2018 graduation candidates. All December 2018 candidates will have their names read at the ceremony and will be eligible to walk on stage with the other graduates.

#### **Are there invitations or announcements to Commencement?**

Your official invitation will be mailed to you in late March. Your student may pick up additional invitations and schedule cards at Cap & Gown Day on April 18, 2018. Personalized announcements for family and friends are available to be purchased from the College bookstore at 401.865.2181 or [pcbook@providence.edu](mailto:pcbook@providence.edu). Please note that announcements/ invitations to Commencement will not serve as Commencement tickets. Failure to complete exit counseling by April 12 will also prevent students from receiving their cap and gown, as well as tickets.

**Indebtedness to the College: What if there are unpaid bills?**

Any student that has an unpaid balance as of April 18, 2018 *will not be able to receive their cap and gown, or tickets to the Commencement exercises*, until the balance is paid in full. Account balances may be viewed online using your Cyberfriar login or by calling the Student Accounts office at 401.865.2284.

Any student that has received a Federal Student loan is required to complete exit counseling online. Information will be emailed to all students that this applies to in early March.

**Additional Helpful Commencement Information****Day of Commencement:****Will student transportation be provided to and from the Dunkin' Donuts Center?**

While most graduates live off campus, there has been some inquiry regarding bus transport to the Dunkin' Donuts Center. A limited number of buses will be available for student transportation. The buses will depart from Concannon Circle promptly at 8:45 a.m. on Sunday morning for graduates. Registration for the bus is required using the link [alumni.providence.edu/commencementbus2018](http://alumni.providence.edu/commencementbus2018). Registration is available April 13 – May 10. Seating is limited and cannot be guaranteed unless you have received an email confirmation. Please present your email confirmation upon arrival as this will be your 'ticket' to board the bus to the Dunkin' Donuts Center. The bus will be on the Sabin Street side of the Dunkin' Donuts Center for return after the ceremony.

**What is the timing of the ceremony?**

- All doors at the Dunkin' Donuts Center open at 9:00 a.m.
- The procession begins at 10:30 a.m.
- The ceremony begins at 11:00 a.m.
- The sequence of the conferral of degrees is as follows: undergraduate B.A., B.S; School of Continuing Education; Graduate Studies Program; and Honorary Degrees.
- The ceremony ends at approximately 1:30 p.m.

**Where may I take photos during the ceremony?**

Each graduate will be professionally photographed by GradImages. GradImages will send graduates a color digital image; orders may then be placed directly with GradImages. The first two rows of Section 109 will be available to photograph your graduate after he/she leaves the stage. Please be considerate of others waiting to access this area.

**Will refreshments be available?**

Light refreshments (coffee, juice, breakfast, pastries, soda) will be available for purchase in the Dunkin' Donuts Center vending area prior to the ceremony. Please refrain from eating and/or drinking in the main arena during the ceremony.

## **Seating:**

### **Commencement Seating**

With the exception of a few reserved sections, seating is open and will be filled on a first come, first served basis. Families should plan to arrive at the Dunkin' Donuts Center by 9:15 a.m. to obtain the best possible seating. Candidates for B.A. and B.S. degrees sit on both sides of the Dunkin' Donuts Center floor; you won't know until the morning of graduation on which side your student will be seated. Large video screens on either side of the stage will broadcast the entire ceremony.

### **Are there special arrangements for persons with special needs?**

Guests with special needs may access the lobby by using the ramp located on the Hilton Providence side of the building (left of the main entrance). Once inside the lobby, proceed to the main concourse area towards Sections 101, 106, 110, 120, and 124 which are reserved for persons with disabilities. Supplemental sections 104 and 126 have also been added. Members of the Friars Club (wearing white blazers and black slacks/skirts) will be posted at these sections to assist guests with special needs. Only one escort is permitted to remain with a special needs guest or guest seated in a wheelchair. Fire laws are strictly enforced and do not permit leaving wheelchairs in the aisles. A sign-language interpreter will sign the entire Commencement Exercise.

### **Where should we meet our graduate after the ceremony?**

With almost 10,000 people exiting the arena, it is best to plan on joining your PC graduate outside the Dunkin' Donuts Center at a predetermined meeting spot.

## **Parking:**

Providence College Security will direct you to parking for all on-campus events. Event parking for the commencement ceremony is available at various privately owned lots around the city, as well as in the garage adjacent to the Dunkin' Donuts Center. For a map of available parking locations, please visit: <http://www.dunkindonutscenter.com/guest-services/directions-parking>

## **Dunkin' Donuts Center General Information**

### **Security at the Dunkin' Donuts Center**

All individuals will have to pass through metal detectors before entering the arena. Large bags of all kinds can be problematic, so we ask both graduates and guests alike to consider leaving bags at home or in your car. Bags that are larger than 13 5/8" x 15 1/4" will not be permitted through the security zone. Under some circumstances, security personnel will deem it necessary to search a bag before allowing its owner admittance to an event. This is true of events at both the Dunkin' Donuts Center and Peterson Recreation Center on campus. We encourage individuals to take advantage of the doors opening at 9:00 a.m. to give yourself plenty of time to get to your seats.

All camera policies are event specific. Small, personal, digital point and shoot cameras are acceptable, however, cameras with professional lenses, or detachable flashes are prohibited from the Dunkin' Donuts Center. Use of video cameras, audio recording devices and digital cameras in video mode are strictly prohibited in the arena. The use of any of these items will result in disciplinary action and possible ejection from the arena.

The Dunkin' Donuts Center has a no-smoking policy, and smoking is limited to outdoor spaces on the Providence College campus. Visitors are not allowed to bring food or beverages into the Dunkin' Donuts Center.

## General Information

### Restaurant Reservations

We suggest Sunday dinner reservations after 2:30 p.m. to allow time to exit the Dunkin' Donuts Center and the downtown city area. For more information, visit the Providence Warwick Convention and Visitor's Bureau website at <http://www.goprovidence.com/>

### What about senior week activities?

Questions should be directed to the SAIL Office, 401.865.2211.

### What about hotel reservations?

Hotel information is available on either of these sites:

<http://providence.edu/commencement> <http://www.goprovidence.com/>

*If you are a person with a disability and require an assistive device, service, or other accommodation to participate in this event, please contact the Central Reservations Coordinator (401-865-2070; M-F 8:30a.m. – 4:30p.m.) well in advance of this event.*

### IMPORTANT DATES AT A GLANCE

**January 29** Opening date for (2) lottery tickets

**February 1:** Opening Date for Cap and Gown Ordering from Herff Jones

**February 11:** Closing Date for (2) lottery tickets

**February 19:** Lottery ticket winners notified via email

**March 16:** Closing Date for Cap and Gown ordering from Herff Jones **\*Please note new date**

**April 18:** Cap and Gown Day- All tickets, informational materials, graduate number in line for Commencement will be distributed. Those on financial hold will not be given graduation materials until the hold is removed. Please remember to bring your PC ID.

**May 14-18:** Senior Week- Please contact the Office of Student Activities with questions regarding activities

**May 18:** 4 p.m. ROTC Commissioning, War Memorial Grotto

**May 19:** 11 a.m. Honors Awards Ceremony, Peterson Recreation Center

**May 19:** 4 p.m. Commencement Mass, Peterson Recreation Center

**May 20:** 11 a.m. Commencement, Procession begins at 10:30 a.m., Dunkin Donuts Center, Downtown Providence

## **Important Phone Numbers**

**Important phone numbers you may need for questions related to:**

### **Commencement Weekend**

College Events, Office of Institutional Advancement  
401.865.2344 or [colevent@providence.edu](mailto:colevent@providence.edu)

### **Office of the Dean of Undergraduate and Graduate Studies**

Harkins Hall 213  
401.865.2495 or [academicdean@providence.edu](mailto:academicdean@providence.edu)

### **Announcements & Bookstore Items**

Barnes & Noble Bookstore, Providence College 401.865.2181  
or [pcbook@providence.edu](mailto:pcbook@providence.edu)

### **Dunkin' Donuts Center**

1 LaSalle Square, Providence, RI 02903  
401.331.0700 or [www.dunkindonutscenter.com](http://www.dunkindonutscenter.com)

### **Financial Obligations**

Office of Student Accounts, 401.865.2284

### **Highway Construction**

R.I. Department of Transportation 401.222.2450 or [www.dot.ri.gov](http://www.dot.ri.gov)

### **On-Campus Housing**

Office of Residence Life, 401.865.2392

### **Photography – Commencement Day**

GradImages  
1.800.261.2576 or [www.gradimages.com](http://www.gradimages.com)

### **Safety and Security at Providence College**

The Office of Safety and Security, 401.865.2391

### **Senior Week Activities**

Student Activities (SAIL), 401.865.2211

### **Veritas Yearbook**

401.865.2605

**FOR UPDATES AND CURRENT INFORMATION ON PROVIDENCE COLLEGE'S 2018 COMMENCEMENT WEEKEND, CHECK THE WEBSITE: [WWW.PROVIDENCE.EDU/COMMENCEMET](http://WWW.PROVIDENCE.EDU/COMMENCEMET)**



- 1 Anderson Stadium Garage
- 2 Concannon Parking
- 3 Fennel and Smith Center Lots
- 4 Glay Field Lot
- 5 Hickey/Sowa Lot
- 6 Lennon Field Parking Garage
- 7 Martin Hall Lot
- 8 Peterson Recreation Center
- 9 Ruane Center Lot
- 10 Schneider Arena Lot
- 11 Slavín Center
- 12 Slavín Lawn
- 13 War Memorial Grotto
- 14 Wardlaw Lot

# Dunkin' Donuts Center Map

## Commencement Ceremony Location

Sunday, May 20, 2018

