MEMORANDUM

To: Students graduating in January 2020

From: Misty Williams
Registrar

Subject: Forty-ninth Annual Commencement
Graduate and Undergraduate Ceremony

Date: December 10, 2019

The forty-ninth annual commencement exercises for *graduate and undergraduate students* in *the College of Education* will be held on Sunday, January 26, 2020, at the Chase Center on the Riverfront, 815 Justison Street, Wilmington, Delaware. **The ceremony will begin at 1:00 p.m. with the procession.** Please be advised that, for security reasons, all persons entering the Chase Center on the Riverfront will be subject to search.

- Space requires us to limit the number of guest admission tickets to **Riverfront Ballroom, where the ceremony is held.** Each graduate who participates in the exercises will receive (7) tickets that admit the holder to the **Riverfront Ballroom.** Seating is on a “first come-first served” basis.

- All children **regardless of age** require a ticket.

- Please be sure to give tickets to your guests before graduation. No one without a ticket will be admitted to the Riverfront Ballroom. Graduates should explain the ticket policy to their families and plan accordingly.

- Also, please note that because of fire code regulations and space concerns, **strollers, infant carriers, balloons, backpacks, large purses, etc.** will not be permitted into the **Riverfront Ballroom.**

- **No** outside food is permitted.

- Caps, gowns, and hoods will be mailed to your home address. Please contact Jostens Customer Service (800) 854-7464 directly if you have not received your package by **Monday, January 13, 2020.** You must contact Jostens by that date so they can re-send in time. If your package has still not been received by **Friday, January 17, 2020,** please contact Megan Hamilton in the Office of the Registrar (302) 356-6721 no later than **Tuesday, January 21, 2020,** to make alternate arrangements.

Your tickets, along with further instructions, will be mailed on January 10, 2020.

Thank you for your prompt attention to this information. The staff of Wilmington University look forward to your participation in Commencement.