

## **One Month until Commencement: What to Know**

Hello!

As of today, you **have signed up** to participate in Commencement.

You will be part of the **Afternoon Ceremony at 2:00 PM** in the Kress Events Center on Saturday, May 16th.

To assist in your preparations for Commencement, we have attached a document (in both Microsoft Word and Adobe PDF versions) to answer frequently asked questions and provide more information about the event. Should you have any questions that are not addressed in the document, please let us know.

### **The Commencement Office**

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[www.uwgb.edu/commencement/](http://www.uwgb.edu/commencement/)

## Spring 2026 Commencement Frequently Asked Questions

- **I changed my mind. How do I change my commencement registration?**
  - Log in to [SIS](#) and select “Academic Records” tile, then “Edit Commencement Information”. Edit the information and scroll to the bottom to click “Save”.
- **How do I get a cap and gown?**
  - If you have not done so already, order your cap, gown, and tassel online from [The Phoenix Store](#) website. We recommend doing this ASAP to allow for shipping and as limited supply remains. You can have it shipped to you or to the store so you can pick it up. If you have already ordered it and had it shipped to the store, be sure to pick it up! You will need some time to get the wrinkles out of the gown.
- **How do I pick up honors cords?**
  - Students who meet a [certain cumulative grade point average requirement](#) are eligible to wear academic honors cords at the commencement ceremony. Honors cords can be picked up ahead of time at the University Ticketing & Information Center (located in the [University Union](#)) from April 20 – May 8 during [business hours](#). Honors Cords will also be available to pick up on the day of Commencement in the Grad Robing Room (Dick Bennett Gym).
- **What cords/stoles can I wear?**
  - A number of academic and non-academic groups have [approved regalia](#), such as cords, stoles, and pins available for their members to wear at commencement. Check the list on the commencement website. It is the responsibility of the organization/member to purchase.
- **What do I do if I need an accommodation for the ceremony?**
  - Please email [commencement@uwgb.edu](mailto:commencement@uwgb.edu) to share the accommodation that you will be needing for the ceremony.
- **When is Commencement?**
  - There are two commencement ceremonies on Saturday, May 16, 2026. There is a morning ceremony at 9:30 AM and an afternoon ceremony at 2:00 PM. Both are at the [Kress Events Center \(2358 Leon Bond Dr.\)](#).
- **Which ceremony am I in?**
  - The ceremonies are separated by different colleges so please identify which college your major falls under.
    - **9:30 AM Ceremony:** [College of Arts, Humanities & Social Sciences \(CAHSS\)](#) and all Associate’s Degrees
    - **2:00 PM Ceremony:** [College of Health, Education & Social Welfare](#), [College of Science, Engineering & Technology](#), [Austin E. Cofrin School of Business](#)
- **Are tickets required?**
  - Tickets are **not** required for either ceremony. Each graduate is allowed up to 7 guests, and our seating capacity is based on this guest estimate. Seating is limited and available on a first come, first served basis.

- **Where do we park?**
  - Parking for the commencement ceremonies is free, and guests may park in any [campus lot](#). Accessible parking is available in the parking lots surrounding the Kress, and there is a drop-off area.
- **What time should I arrive?**
  - Plan to arrive at the Dick Bennett Gym in the Kress Events Center no later than 8:30 AM (Morning Ceremony) / 1:00 PM (Afternoon Ceremony) for robing and assembly.
- **Where do graduates go when they arrive at the Kress Events Center?**
  - Dick Bennett Gym, north end of building, across hall from information desk.
- **What do I need to bring to Commencement?**
  - Bring your cap and gown, honors cords, and any other pre-approved non-academic regalia. Please do not leave any valuables in the Dick Bennett Gym during the ceremony. Please note that your ankles and feet will be visible beneath your robe, so please wear appropriate footwear.
- **What time do the gym doors open for the ceremony for guests to get their seats?**
  - 8:30 AM (Morning Ceremony) / 1:00 PM (Afternoon Ceremony)
- **What time does the ceremony begin?**
  - The processional (when graduates begin entering) begins at 9:15 AM (Morning) / 1:45 PM (Afternoon), and the ceremonies begin at 9:30 AM and 2 PM.
- **When do I have to be ready?**
  - Graduates need to be robed and, in your seat, no later than 8:45 AM (Morning Ceremony) / 1:15 PM (Afternoon Ceremony) for final instructions. Anyone not seated at this time will march at the end of the processional.
- **How long will the ceremony be?**
  - Approximately 1 and a half hours.
- **What order will I be in for the ceremony?**
  - You will be in alphabetical order (by last name) within your major. The majors are also sorted alphabetically within each college.
- **How will my name be announced?**
  - A name announcement card will be taped to your assigned chair in the Dick Bennett Gym. It will list your name, honors (if any), and pronunciation (if you provided them). You will need to take this with you to the ceremony to hand to the announcer when you go to the stage.
- **Will the ceremony be live streamed for guests who cannot be there?**
  - Yes, the ceremony will be live streamed on YouTube and the link will be available on the [commencement website](#).
- **Are there concessions?**
  - Yes, near the bathrooms at the west end of the building on both sides.
- **Will there be alcohol sales?**
  - University policy prohibits the use of alcoholic beverages during commencement exercises.

- **Is there Accessible Wheelchair & Limited Mobility seating for guests?**
  - Yes, accessible wheelchair and limited mobility seating is available for the ceremony on a first-come, first-served basis. An usher will seat guests in the designated area, and one companion is allowed to sit next to the guest in the accessible seating area; other guests in the party will be directed to seats as close to this area as possible.
- **What photographs will be taken during Commencement?**
  - Guests are not allowed on the gym floor before or during the ceremony. We have contracted with [Empire Photography](#) to take your picture as you approach the stage, as you receive your diploma, and in front of a backdrop at the end of the stage. Group/Family professional photos will be across from Dick Bennett Gym. You may take photos in front of (NOT ON) the stage for up to ½ hour after the ceremony. Proofs will be sent via email 24-28 hours after the ceremony. Orders placed through the [email/website](#) are shipped within 7-10 days after ordering. You may view the photos and/or pre-order [online](#) after the ceremony.
- **When does my diploma get mailed?**
  - [Diplomas](#) are mailed to graduates a month or more after commencement.
- **What if I have a question that was not answered above?**
  - Email [commencement@uwgb.edu](mailto:commencement@uwgb.edu) so we can help answer your question(s).