

## MAY 2018 COMMENCEMENT CHECKLIST

Please check back for an updated DECEMBER 2018 COMMENCEMENT CHECKLIST

What	When	Why	With Whom	Where/How
Apply for Graduation	Deadline February 5, 2018	To graduate end of Spring 2018	Niner Central	1. Log into <a href="http://my.uncc.edu">my.uncc.edu</a> using your credentials. 2. Click the <b>Banner Self Service</b> link (purple gear with 'B' in the center) 3. In <b>Student Services / Student Accounts</b> select <b>Student Records</b> 4. Click on <b>Online Graduation Application</b>
Visit the Commencement Website	Today!	To learn about commencement	Commencement Office	<a href="http://commencement.uncc.edu">commencement.uncc.edu</a>
Visit the Commencement Fair	March 20 - 22 9:00 a.m. - 6:00 p.m.	* Pick up your cap and gown. <b>Bring identification!</b> Student fees cover the cost. No need to preorder or be fitted. * Receive e-ticket information * Order announcements * GradImages will be available to take your photo with no appointment or sitting fee * Order your class ring and be a part of the ring ceremony * Order diploma frame	Barnes & Noble Bookstore	Popp Martin Student Union
Record Your Name <i>(Optional)</i>	Deadline to record your name is Friday, May 4.	To assist the nomenclator, who will be reading your name during commencement, with the pronunciation of your name.	NameCoach	You may voice-record your name in one of two ways: 1. You will receive an email from <a href="mailto:namecoach@uncc.edu">namecoach@uncc.edu</a> by the second week of April, with a link to optionally record your name. -OR- 2. You may visit <a href="http://commencement.uncc.edu/graduate-resources/namecoach">commencement.uncc.edu/graduate-resources/namecoach</a> and click the link for your ceremony time.
Reserve E-Tickets	8:00 a.m. Wednesday, April 4 - 5:00 p.m. <b>Monday, April 23</b>	Your guests will need a ticket for admission to Halton Arena.	TicketReturn	<b>Reserve e-tickets in one of two ways:</b> 1. Log into <a href="http://ticketreturn.com/49ers/">ticketreturn.com/49ers/</a> using your niner net credentials. -OR- 2. Log into <a href="http://my.uncc.edu">my.uncc.edu</a> and click "Athletic Tickets" in your Quick Links box. You will be redirected to the Student Ticketing website, already logged in.  <b>Then click "Reserve Tickets" and follow directions.</b>
You may optionally choose to order:				
* Graduation Announcements	Check vendor's websites for deadlines		Balfour	<a href="http://balfour.com/uncc/college-graduation-announcements.signaturea.com/index.php?page=bookstore&amp;id=381&amp;school_name=University_of_North_Carolina_at_Charlotte">balfour.com/uncc/college-graduation-announcements.signaturea.com/index.php?page=bookstore&amp;id=381&amp;school_name=University_of_North_Carolina_at_Charlotte</a>
* Class Ring	Check vendor's website for deadline		Balfour	<a href="http://balfour.com/uncc/">balfour.com/uncc/</a>
* Diploma Frame	Check vendor's website for deadline		Barnes & Noble	<a href="http://uncc.bncollege.com/webapp/wcs/stores/servlet/CategoryDisplay?categoryId=32840&amp;catalogId=10001&amp;langId=-1&amp;storeId=19058&amp;topCatId=40350">uncc.bncollege.com/webapp/wcs/stores/servlet/CategoryDisplay?categoryId=32840&amp;catalogId=10001&amp;langId=-1&amp;storeId=19058&amp;topCatId=40350</a>
* Senior Class Brick	Deadline to order is May 18			<a href="http://crowdfund.uncc.edu/project/7527">crowdfund.uncc.edu/project/7527</a>
Print E-Tickets	Prior to your ceremony.	<b>Tickets must be printed to enter the Halton Arena. Mobile tickets will not be accepted. Each ticket has a unique bar code and cannot be duplicated for admittance.</b>	TicketReturn	Print your tickets by clicking the <b>'Review/Print Your Tickets'</b> link in the upper left menu bar. NOTE: Before printing your tickets, you must be logged into <a href="http://ticketreturn.com/49ers/">ticketreturn.com/49ers/</a> using your niner net credentials -OR- Be logged into <a href="http://my.uncc.edu">my.uncc.edu</a> and click "Athletic Tickets" in your Quick Links box. You will be redirected to the Student Ticketing website, already logged in.
Pick up Cap and Gown <b>Bring identification</b>	Pick up by Friday, April 27	NOTE: For a nominal fee (approx. \$15) the bookstore will ship your cap and gown.	Barnes & Noble Bookstore	Popp Martin Student Union
Receive row assignment	The week of Commencement	To let you know which row you will be lining up in at the Barnhardt Student Activity Center's Food Court for your ceremony.	UNC Charlotte Graduation ( <a href="mailto:graduation@uncc.edu">graduation@uncc.edu</a> )	You will receive an email from <a href="mailto:graduation@uncc.edu">graduation@uncc.edu</a>
No Rehearsal for Undergraduate, Masters and Certificate Programs				
Doctoral Hooding Ceremony Doctoral Candidate guests will need tickets for the Friday, May 11 and Saturday, May 12 <i>Commencement Ceremonies</i> . However, they will not need tickets to the Thursday, May 10 <i>Doctoral Hooding Ceremony</i> .	Thursday, May 10, 2018 4:00 p.m.	To receive hoods at a special ceremony just for doctoral graduates	The Graduate School	James H. Barnhardt Student Activity Center Halton Arena
Ring Ceremony <i>(Optional)</i>	May 10, 2018 7:00 p.m. - 8:00 p.m.	To help "ring in" commencement weekend with the 49er Ring Ceremony, all participants will be personally recognized as part of the ceremony and will receive his/her ring at that time.	Alumni Association	Popp Martin Student Union  <a href="http://49eralumni.uncc.edu/s/1721/interior.aspx?sid=1721&amp;gid=2&amp;pgid=1248&amp;content_id=1580">49eralumni.uncc.edu/s/1721/interior.aspx?sid=1721&amp;gid=2&amp;pgid=1248&amp;content_id=1580</a>
Arrive 1 hour prior to your ceremony time with comfortable shoes and your student I.D. card.	Arrive 12:00 p.m. Friday, May 11 for 1:00 pm Ceremony	To check in and find the row you are assigned to for the: * College of Arts + Architecture * Belk College of Business * College of Health and Human Services	Office of the Registrar and The Graduate School	James H. Barnhardt Student Activity Center's Food Court via the south entrance. (South entrance is across from the Cone Parking Decks)
	Arrive 9:00 a.m. Saturday, May 12 for 10:00 am. Ceremony	To check in and find the row you are assigned to for the: * College of Computing and Informatics * Cato College of Education * Lee College of Engineering		
	Arrive 2:00 p.m. Saturday, May 12 for 3:00 pm. Ceremony	To check in and find the row you are assigned to for the: * College of Liberal Arts & Sciences		
Optionally order Photos & DVD	Pre-Register to save 20%	Three photos will be taken of each student: one prior to walking on stage, one on stage shaking hands, and one after exiting the stage. <b>Proofs will be emailed to student's uncc.edu address a few days after the ceremony.</b>	GradImages	<a href="http://gradimages.com/Preregistration/Search?SchoolName=university-of-north-carolina+-charlotte">gradimages.com/Preregistration/Search?SchoolName=university-of-north-carolina+-charlotte</a>