



February 13, 2009

Dear Geneva Parents:

Commencement weekend is rapidly approaching. While we will give this information to the students, we know that this kind of communication does not always find its way home. Thus, we are sending this directly to you.

The information contained in this letter is available at www.geneva.edu (follow the Commencement link on the front page). We will be posting late breaking information at this website. Please check it periodically and certainly before you come to campus in May. This is particularly important this year because of the uncertainty of construction schedules.

Baccalaureate

The weekend celebration will begin with Baccalaureate on Friday, May 15 at 7:30 PM in Metheny Fieldhouse. The program is a worship service and it is an appropriate way to thank God for His provisions to our students and to commit them to His care for all their future endeavors. We encourage you to come for this special worship celebration. Please note that graduates will process in cap and gown.

Commencement

This year, for the first time in a decade, we are going to plan to hold commencement outside in the newly renovated Reeves Stadium. It is scheduled for 10:00 AM on Saturday, May 16. If the weather does not cooperate, the ceremony will be moved into Metheny Fieldhouse.


- Students who are graduating must be in Old Main – John H. White Chapel – by 9:15 AM to receive instructions. Please help them be on time!
- The ceremony in Reeves Stadium will not be ticketed. You may bring an unlimited number of family members and other guests.
- However, if the event must be moved indoors due to weather, a ticket will be required to enter the Fieldhouse. Each graduate will receive six (6) tickets. If your graduate doesn't need all six tickets, we ask that they be returned to our office. Extra tickets will be given out on a first come, first served basis starting May 1. You can receive extra tickets by contacting Cathy Jackson either in person or by calling 724-847-6605 starting at 8:00 AM on May 1. Please do not send an email. We will be strictly enforcing this system, so thank you in advance for your understanding and cooperation.
- If the event is in the Fieldhouse, there is limited overflow seating in Northwood Hall (NW 013) with a live video feed.
- The bleachers in both the Fieldhouse and Reeves Stadium are hard and do not have seat backs. You are welcome to bring a stadium cushion or stadium seat with a back.
- Everyone is invited to a light refreshment reception held immediately following the ceremony at various sites around campus.
- The campus store will be open from 9:00 AM to 2:00 PM on commencement day.
- **Parking and traffic flow** are always a special challenge at Commencement even in the best of circumstances. However, this year will be especially challenging due to construction on campus. Please check the website for traffic flow and parking updates closer to that weekend. If your family is able to walk, please park on the street or in one of

the peripheral campus parking lots. Please be courteous to our neighbors and do not block private driveways or park in the lots of the local business establishments. Traffic is always heavy on Commencement morning and it is advisable to give yourself an extra 20-30 minutes so that you arrive on time.

- **Information for persons with disabilities or limited mobility**
 - **Parking:** There are limited spaces available for individuals with physical disabilities and special needs. If you require special parking accommodations, even if you have a license plate or placard, please contact Cathy Jackson at either cjackson@geneva.edu or 724-847-6605 before May 6 to request a parking pass. Passes will be mailed on May 8. Those with the pass displayed on their dashboard will be directed to the drop off location where staff will be present to assist you in parking and unloading, and will direct you to your seats.
 - **Seating:** Special seating is available for those unable to climb bleachers. Also available is limited space for wheelchairs. Since space is limited, we ask that only one family member sit with this person during the ceremony. Those requiring this special seating must contact Cathy Jackson at cjackson@geneva.edu or 724-847-6605 before May 6 to make arrangements. Passes will be mailed on May 8. Remember, bleacher seating is without a backrest, so some sort of stadium seat with a back may be helpful.
 - Overall, it is very helpful if you can inform us in advance if you have special needs so that we can provide the proper support.
- If your graduate is unable to attend Commencement, please notify the Registrar's Office at 724-847-6576 as soon as possible. This information is critical for accurate planning.
- Both baccalaureate and commencement will be interpreted for the **hearing impaired**. If you can benefit from this service, please call or email Cathy Jackson so that we can provide you reserved seating in an area of good visibility.
- A **professional photographer** will take a picture of each graduate receiving their diploma from the President. The proofs are sent to the graduate a short time after graduation; however, you are under no obligation to make a purchase. Use of a photographer has worked well and it reduces congestion around the podium and makes a better experience for all concerned. In order to be respectful to all graduates and their family and friends, no one is permitted to approach the podium to take pictures. You are welcome to take photographs from your seat.
- The commencement ceremony will be **videotaped** and will be available for purchase. An order form is enclosed. We strongly urge you not to attempt to videotape the ceremony on your own.
- There are two chain **motels** located approximately 3.5 miles north of campus on Rt. 18, just off the PA Turnpike exit 13 – Holiday Inn (724- 846-3700) and Super 8 (724-843-9300). There are several other local motels in that area. In addition, there are many chain hotels and motels located in Cranberry, PA just off exit 28 on I-76. This area is approximately 20 miles from campus.

We look forward to seeing you on Commencement weekend. If you have special needs which are not addressed in this communication, please call my office as soon as possible so that we can be of service to you.

Sincerely,



Dr. Kenneth P. Carson
Vice President for Academic Affairs

P.S. Please save this letter for reference when May 15 and 16 arrive!