

## **Checklist of Things To Do Between Now and Convocation/Commencement:**

- \_\_\_ Read Commencement brochure cover to cover
- \_\_\_ Encourage family to make hotel reservations (early)
- \_\_\_ Complete online commencement information form
- \_\_\_ Order announcement, Class ring, Diploma frames from bookstore (optional)
- \_\_\_ Measure your head with enclosed tape and order cap and gown by 3/31/09
- \_\_\_ Plan to attend the weekend festivities listed in the brochure
- \_\_\_ Request additional invitation from Student Services

If you have questions about anything in the brochure or about commencement in general, do not hesitate to call the Office of Student Support Services (464 – 8855) or email me ([stuserve@upstate.edu](mailto:stuserve@upstate.edu))