University of Central Florida
Commencement Guide

August 3, 2013
To the Class of 2013 Graduates, their Families, and Friends:

On behalf of all of us at the University of Central Florida, I congratulate the members of the graduating class in this 50th anniversary year of our great university. Faculty members and staff members have planned what promises to be a special commencement event. Let this “Commencement Guide” answer your commencement questions and help make this occasion enjoyable for you and your family.

Commencement is a significant occasion in the life of any student. It marks the completion of a period of studying, learning, developing, adapting, accomplishing, and contributing. All of these activities prepare UCF’s graduates for successful careers and for service as leaders in our society. The commencement ceremony itself is a moment of collective pride and shared joy as well as a recognition of the significant accomplishments of our graduates.

Congratulations graduates, and welcome families and friends.

Cordially yours,

John C. Hitt
President

Office of the President
# Table of Contents

- Countdown to Commencement ........................................................................................................ 4
- Commencement Schedule of Events ............................................................................................... 5
- Commencement Ceremony Viewing Options ................................................................................... 6
- Degree Requirements, Diplomas, and Transcripts ........................................................................ 7
- Official Academic Regalia ............................................................................................................. 8
- Academic Regalia Tassel and Hood Colors .................................................................................... 9
- Ticket Information ........................................................................................................................ 12
- Helpful Tips for the Graduate ........................................................................................................ 15
- Reader Card Information and Instructions .................................................................................... 16
- Graduate Processional, Individual Recognition, and Recessional Instructions ............................... 17
- Information for Individuals with Disabilities .................................................................................. 18
- Information to Share with Your Guests ........................................................................................... 19
- CFE Arena Policies ........................................................................................................................ 20
- Important Phone Numbers ............................................................................................................. 21
- Directions to the CFE Arena .......................................................................................................... 22
- Commencement Parking Guide Map .............................................................................................. 24
- Accommodation Information .......................................................................................................... 25
- UCF Bookstore Advertisement ....................................................................................................... 26
- Commencement Photography Information Advertisement .......................................................... 27
- UCF Graduate Studies Advertisement ............................................................................................. 28
- Herff Jones: Cap and Gown Rental Advertisement ......................................................................... 29
- UCF Alumni Association Advertisement ......................................................................................... 30
- Career Services Advertisement ....................................................................................................... 31
- Commencement Committee ............................................................................................................ 32
Countdown to Commencement

June 3 – 5
Order your official cap and gown at the UCF Bookstore, John T. Washington Center location, June 3 – 5, from 10:00 a.m. to 4:00 p.m., or order online through Herff Jones from June 3 – 14, 2013 at www.herffjones.com/college/ucf. Candidates will receive commencement tickets in their rental packages. **Note: renting a cap and gown does not make a graduate eligible to obtain commencement tickets.** Graduates must file the *Intent to Graduate* form by June 21.

June 14
All UCF campuses order rental regalia to receive tickets in their rental package. See pages 12-14 for details.

June 21
Deadline to file *Intent to Graduate* form. This form is available online. Log onto https://my.ucf.edu and follow this navigation: Student Self Service > Student Center > other academics (drop down menu) > Intent to Graduate: Apply. Graduates should notify the Registrar’s Office immediately of any changes in graduation plans at (407) 823-3100 or in person at Millican Hall, Room 161.

June 14
Deadline for ordering rental regalia and nursing pins online at www.herffjones.com/college/ucf.

July 22-25
Regional area campus candidates pick up tickets, reader cards, and official caps and gowns at designated area campus bookstores (Cocoa, Daytona Beach, Ocala, Palm Bay, and Rosen) only.

July 22-26
Candidates can enter to win extra tickets. Log onto https://my.ucf.edu and follow this navigation: Student Self Service > Student Center > My Academics (drop down menu) “Other academic...,” choose ”Commencement Ticket Lottery” and click on the >> button. Follow the instructions for applying for a maximum of 5 extra commencement tickets. Extra tickets are not guaranteed.

July 22-26
Orlando campus candidates who ordered their official caps and gowns before the June 14, deadline may pick up tickets, reader cards, and official caps and gowns at the Barnes & Noble at UCF near the CFE Arena.

July 24-26
Orlando campus candidates who ordered their official caps and gowns on or after June 15, may pick up tickets, reader cards, and official caps and gowns at the Barnes & Noble at UCF near the CFE Arena.

July 30
Lottery results will be e-mailed to graduates’ Knights e-mail addresses by 5:00 p.m.

July 31 - August 1
Winners of the extra ticket lottery can pick up their tickets at the Barnes & Noble at UCF near the CFE Arena during store hours. Lottery winners forfeit any tickets not picked up by 5:00 p.m. on August 1. The forfeited tickets will be available on a first-come, first-served basis at the CFE Arena box office prior to each commencement ceremony.

August 3
**COMMENCEMENT**

August 3
Deadline for ALL rental regalia returns. All rental regalia, specifically gowns, hoods, and tams must be returned immediately following the commencement ceremony at the Barnes & Noble at UCF near the CFE Arena. Graduates are allowed to keep the cap and tassel only.

Credit cards will be charged full price for any regalia not returned by 5:00 p.m. on August 3. The prices are $400.00 for bachelor’s, $600.00 for master’s, and $800.00 for doctoral regalia. Refunds are possible with the exception of a late fee ($40.00 for bachelor’s, $60.00 for master’s, and $80.00 for doctoral regalia) if regalia is returned in original condition after credit cards have been charged.
Commencement Schedule of Events

Saturday, August 3, 2013, 9:00 a.m. ceremony

7:30 a.m.  Graduates arrive at the CFE Arena
           Doors open for guests and graduates
8:00 a.m.  Graduates begin lining up
8:40 a.m.  *Graduate processional begins*
9:00 a.m.  Commencement ceremony begins
           College of Arts and Humanities
           Architecture, Art, Digital Media, English, Film, French, History, Humanities, Modern
           Languages Combination, Music, Philosophy, Photography, Religious Studies, Spanish, Theatre
           College of Business Administration
           College of Education and Human Performance
           College of Graduate Studies
           Office of Undergraduate Studies
           Rosen College of Hospitality Management

11:00 a.m. Approximate time ceremony ends

Saturday, August 3, 2013, 2:30 p.m. ceremony

1:00 p.m.  Graduates arrive at the CFE Arena
           Doors open for guests and graduates
1:30 p.m.  Graduates begin lining up
2:10 p.m.  *Graduate processional begins*
2:30 p.m.  Commencement ceremony begins
           College of Engineering and Computer Science
           College of Health and Public Affairs
           College of Medicine
           College of Nursing
           College of Optics and Photonics
           College of Sciences
           Actuarial Science, Anthropology, Advertising and Public Relations, Biology, Chemistry,
           Communication (Interpersonal/Organizational), Forensic Science, Journalism, Mathematics,
           Modeling and Simulation*, Physics, Political Science, Psychology, Radio-Television, Social Science,
           Sociology, Statistics
           *Note the major Modeling and Simulation may either be in College of Sciences or College of Engineering and Computer Science,
        depending on the discipline. If the major is in College of Engineering and Computer Science, the student should attend the College of
        Engineering and Computer Science’s ceremony.

4:30 p.m.  Approximate time ceremony ends
Commencement Ceremony Viewing Options

The CFE Arena: The commencement ceremonies will be held Saturday, August 3. Each guest, including children and infants, entering the CFE Arena is required to have a ticket for the ceremony.

Saturday, August 3

9:00 a.m.  College of Arts and Humanities (up to 5 tickets)
College of Business Administration (up to 5 tickets)
College of Education and Human Performance (up to 5 tickets)
College of Graduate Studies (up to 5 tickets)
Office of Undergraduate Studies (up to 5 tickets)
Rosen College of Hospitality Management (up to 5 tickets)

2:30 p.m. College of Engineering and Computer Science (up to 5 tickets)
College of Health and Public Affairs (up to 5 tickets)
College of Medicine (up to 5 tickets)
College of Nursing (up to 5 tickets)
College of Optics and Photonics (up to 5 tickets)
College of Sciences (up to 5 tickets)

Simulcast Viewing Information: Guests who do not have tickets for CFE Arena seating will have the opportunity to view the live ceremony telecast in the UCF FAIRWINDS Alumni Center, the Student Union, and on Campus Cable Channel 21. Seating is available on a first-come, first-served basis. Tickets are not required for the live telecast. See map on page 14 for simulcast locations. The sign language interpreter is visible on the live telecast screen. The simulcast viewing is not closed captioned.

Live Internet Broadcast: The commencement exercises are available for viewing over the World Wide Web. The address is http://webcast.oir.ucf.edu.
Degree Requirements, Diplomas, and Transcripts

Degree Requirements

• All degree requirements must be completed by August 2. Incomplete grades must be satisfied by August 2.

• Incomplete grades will prevent a candidate from graduating. If this occurs, the candidate must reapply to graduate in a later semester. Grade changes must be completed one week after graduation. Graduates may direct questions to the Registrar’s Office at (407) 823-3100.

• Diplomas and official transcripts are not provided until all degree requirements are certified by the college advising office after the commencement ceremony. Your college’s advising office will notify you of any deficiencies of degree requirements. Contact your college advising office if you have any questions regarding your status.

Diplomas

• Diploma covers are distributed at the ceremony. Bachelor’s and master’s diplomas are not distributed at the ceremony. Doctoral diplomas will be given to graduates on the stage.

• Approximately 6-10 weeks after commencement, all bachelor’s and master’s diplomas will be mailed to the address indicated on the student’s Intent to Graduate form. Diploma mailing addresses for undergraduate degrees may be updated by contacting the Registrar’s Office. Diploma mailing addresses for master’s degrees may be updated by contacting Graduate Studies.

• Diplomas will not be issued if the graduate’s record is on hold. Student Accounts and the Registrar’s Office will notify students of any outstanding financial obligations prior to the commencement ceremony. All financial obligations must be met in order to receive a diploma and official transcripts.

Transcripts

• Transcripts that reflect the degree earned will be available approximately 4-6 weeks after the ceremony. Graduates may submit transcript requests online via myUCF at https://my.ucf.edu > Student Self Service > Student Center > other academics: (drop down menu) > Transcripts: Request Official. Graduates must select the “I want my transcript printed: After my degree is awarded” option.

Transcript payment must be made at the time of the request. There is a $10.00 charge per transcript request.
Official Academic Regalia

Graduates participating in UCF commencement ceremonies are required to wear official UCF regalia available exclusively through the UCF Bookstore. In-store cap and gown ordering will take place June 3-5, at the UCF Bookstore, John T. Washington Center location. Online cap and gown ordering is available through Herff Jones at [http://www.herffjones.com/college/ucf](http://www.herffjones.com/college/ucf) from June 4 - 14. Professional dress is strongly recommended for all commencement ceremony participants.

Graduates who ordered their official academic regalia before June 14, may pick up their regalia, reader cards, and tickets at the Barnes & Noble at UCF near the CFE Arena from July 22-26.

Graduates who ordered their official academic regalia on or after June 15, may pick up their regalia, reader cards, and tickets at the Barnes & Noble at UCF near the CFE Arena from July 24-26.

Barnes & Noble at UCF store hours:
Monday - Friday 9:00 a.m. – 6:00 p.m.

Availability of sizes for official regalia cannot be guaranteed after June 15.

Students who did not rent official academic regalia in advance may purchase available caps and rent available gowns from the Barnes & Noble at UCF near the CFE Arena during bookstore hours 9:00 a.m. – 6:00 p.m., through the day of commencement. Sizes and availability are not guaranteed.

Honor Cords
All baccalaureate graduates potentially earning university honors will be notified by the Registrar’s Office. Honor cords and stamped reader cards will be available when picking up regalia and tickets at the Barnes & Noble at UCF near the CFE Arena. Honor cords must be purchased. Because records for the final term are incomplete at the time the commencement program is printed, and final term grades may affect relative rankings and overall GPA, the notification of graduation with honors is presumptive rather than conclusive.

Honor cords from various honor societies may be worn if they are the official designation of an officially recognized group.

Questions regarding honors eligibility should be directed to the Registrar’s Office prior to commencement.

Doctoral Cap and Gown Information
Regalia for doctoral candidates and doctoral hoods will be available for pick up at the Barnes & Noble at UCF near the CFE Arena during the days and times listed above. Doctoral regalia costs $800.00 if not returned. Graduation tickets for doctoral candidates are picked up July 22-26, at the Office of Constituent Relations in Millican Hall, Room 396, Monday through Friday, 8:00 a.m. – 5:00 p.m. Questions may be directed to the Office of Constituent Relations at (407) 823-3802. Doctoral candidate reader cards will be distributed at the CFE Arena prior to the graduates ceremony time.

Regalia Return Information
All rental regalia must be returned in original condition immediately following the commencement ceremony at the Barnes & Noble at UCF near the CFE Arena. Graduates are allowed to keep the tassel and cap only. Credit cards will be charged full price for any regalia not returned by 5:00 p.m. on August 3. The prices are $400.00 for bachelor’s, $600.00 for master’s, and $800.00 for doctoral regalia. Refunds are possible with the exception of a late restocking fee ($40.00 for bachelor’s, $60.00 for master’s, and $80.00 for doctoral regalia) if regalia is returned in original condition after credit cards have been charged.
Academic Regalia Tassel and Hood Colors

Note:
- Baccalaureate degree candidates wear tassels on the right.
- Graduate degree candidates wear tassels on the left.

### COLOR OF BACHELOR’S DEGREE TASSELS BY COLLEGE

<table>
<thead>
<tr>
<th>College</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Humanities</td>
<td>White</td>
</tr>
<tr>
<td>Business Administration</td>
<td>Drab</td>
</tr>
<tr>
<td>Education and Human Performance</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Engineering and Computer Science</td>
<td>Orange</td>
</tr>
<tr>
<td>Health and Public Affairs</td>
<td>Kelly Green</td>
</tr>
<tr>
<td>Medicine (includes Burnett School of Biomedical Sciences)</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Nursing</td>
<td>Apricot</td>
</tr>
<tr>
<td>Office of Undergraduate Studies</td>
<td>White</td>
</tr>
<tr>
<td>Optics and Photonics</td>
<td>Aqua</td>
</tr>
<tr>
<td>Rosen College of Hospitality Management</td>
<td>Pineapple</td>
</tr>
<tr>
<td>Sciences</td>
<td>Science Gold</td>
</tr>
</tbody>
</table>

### COLOR OF MASTER’S DEGREE TASSELS

<table>
<thead>
<tr>
<th>Degree Type</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Masters</td>
<td>Black</td>
</tr>
<tr>
<td>Education Specialist</td>
<td>Old Gold</td>
</tr>
<tr>
<td>Doctoral Students Ph.D. and Ed.D.</td>
<td>Old Gold</td>
</tr>
<tr>
<td>Faculty (regardless of your degree)</td>
<td>Old Gold</td>
</tr>
</tbody>
</table>

### COLOR OF MASTER’S DEGREE HOODS BY COLLEGE AND MAJOR

#### Arts and Humanities: Master’s Hoods by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creative Writing</td>
<td>White</td>
</tr>
<tr>
<td>Digital Media</td>
<td>Brown</td>
</tr>
<tr>
<td>English</td>
<td>White</td>
</tr>
<tr>
<td>Film</td>
<td>Brown</td>
</tr>
<tr>
<td>Foreign Languages</td>
<td>White</td>
</tr>
<tr>
<td>History</td>
<td>White</td>
</tr>
<tr>
<td>Interactive Entertainment</td>
<td>White</td>
</tr>
<tr>
<td>Music</td>
<td>Pink</td>
</tr>
<tr>
<td>Studio Art and the Computer</td>
<td>Brown</td>
</tr>
<tr>
<td>Teaching English as a Second Language (TESOL)</td>
<td>White</td>
</tr>
<tr>
<td>Theatre</td>
<td>Brown</td>
</tr>
</tbody>
</table>
### Business Administration: Master’s Hoods by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>Drab</td>
</tr>
<tr>
<td>Business Administration MBA</td>
<td>Drab</td>
</tr>
<tr>
<td>DeVos Sports MBA</td>
<td>Drab</td>
</tr>
<tr>
<td>Economics</td>
<td>Copper</td>
</tr>
<tr>
<td>Management</td>
<td>Drab</td>
</tr>
<tr>
<td>Real Estate</td>
<td>Drab</td>
</tr>
<tr>
<td>Sports Business Management</td>
<td>Drab</td>
</tr>
<tr>
<td>Taxation</td>
<td>Drab</td>
</tr>
</tbody>
</table>

### Education: Master’s Hood by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education</td>
<td>Light Blue</td>
</tr>
</tbody>
</table>

### Engineering and Computer Science: Master’s Hoods by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Science</td>
<td>Orange</td>
</tr>
<tr>
<td>Digital Forensics</td>
<td>Orange</td>
</tr>
<tr>
<td>Engineering</td>
<td>Orange</td>
</tr>
</tbody>
</table>

### Graduate Studies

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interdisciplinary Studies</td>
<td>White</td>
</tr>
</tbody>
</table>

### Health and Public Affairs: Master’s Hoods by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication Sciences and Disorders</td>
<td>Sage Green</td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Health Care Informatics</td>
<td>Kelly Green</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>Kelly Green</td>
</tr>
<tr>
<td>Nonprofit Management</td>
<td>* Peacock Blue</td>
</tr>
<tr>
<td>Public Administration</td>
<td>* Peacock Blue</td>
</tr>
<tr>
<td>Social Work</td>
<td>Citron</td>
</tr>
<tr>
<td>Urban and Regional Planning</td>
<td>Blue-Violet</td>
</tr>
</tbody>
</table>

### Hospitality Management: Master’s Hood by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hospitality and Tourism Management</td>
<td>Pineapple</td>
</tr>
</tbody>
</table>

### Medicine: Master’s Hood by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biomedical Sciences</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Biotechnology</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Molecular and Microbiology</td>
<td>Science Gold</td>
</tr>
</tbody>
</table>

### Nursing: Master’s Hood by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nursing</td>
<td>Apricot</td>
</tr>
</tbody>
</table>

### Optics and Photonics: Master’s Hood by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Optics</td>
<td>Aqua</td>
</tr>
</tbody>
</table>

*Note peacock blue and teal are the same color, but have different names based on college/program preferences of those names.*
### Sciences: Master’s Hoods by Major

<table>
<thead>
<tr>
<th>Major</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising/Public Relations</td>
<td>Crimson</td>
</tr>
<tr>
<td>Anthropology</td>
<td>White</td>
</tr>
<tr>
<td>Biology</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Communication</td>
<td>Crimson</td>
</tr>
<tr>
<td>Forensic Science</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Mathematical Sciences</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Physics</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Political Science</td>
<td>Dark Blue</td>
</tr>
<tr>
<td>Psychology</td>
<td>Science Gold</td>
</tr>
<tr>
<td>Sociology</td>
<td>White</td>
</tr>
<tr>
<td>Statistical Computing</td>
<td>Science Gold</td>
</tr>
</tbody>
</table>

### Color of Doctoral and Education Specialist Degree Hoods

<table>
<thead>
<tr>
<th>Degree</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ph.D.</td>
<td>Dark Blue</td>
</tr>
<tr>
<td>Doctor of Nursing Practice (DNP)</td>
<td>Apricot</td>
</tr>
<tr>
<td>Ed.D.</td>
<td>Light Blue</td>
</tr>
<tr>
<td>Education Specialist</td>
<td>Light Blue Stole</td>
</tr>
<tr>
<td>Physical Therapy (DPT)</td>
<td>*Teal</td>
</tr>
</tbody>
</table>

*Note peacock blue and teal are the same color, but have different names based on college/program preferences of those names.*
Ticket Information

Who needs a ticket?
Due to county fire codes every guest, including children and infants, needs a ticket to attend the commencement ceremonies. Graduates should ensure that each guest has a ticket for admission into the CFE Arena. Graduation announcements are not tickets and cannot be used for admission.

Tickets must be picked up by each graduate at the Orlando or regional area campuses by the dates specified below. Tickets not picked up by these dates will be given to other candidates desiring extra tickets through the commencement ticket lottery system.

Orlando Campus
Orlando campus students do not order tickets. Candidates must pick up tickets with the official academic regalia and reader cards at the Barnes & Noble at UCF near the CFE Arena, July 22-26, during bookstore hours (if regalia was ordered before March 15) or July 24-26, (if regalia was ordered after June 15.) See page 13 for ticket distribution hours. A photo ID will be required at the time of pick up. Doctoral candidates and platform party graduates should pick up their tickets at the Office of Constituent Relations, Millican Hall, Room 396, Monday through Friday, 8:00 a.m. – 5:00 p.m. Questions may be directed to the Office of Constituent Relations at (407) 823-3802.

Graduation candidates who are unable to pick up tickets may designate a third party to do so. A letter authorizing UCF to release the tickets to the third party must be provided at the time of pick up. The letter must include the student’s name, PID number, college or ceremony, and the student’s signature and photo identification.

Regional Area Campuses
Candidates from the following regional area campuses should place their order for rental regalia on June 3 - 14, to receive tickets inside their rental package: Cocoa, Daytona Beach, Ocala, Palm Bay, and the Rosen College of Hospitality Management. Tickets and rental packages should be picked up at their regional area campus during regular business hours from July 22-25. If a candidate from a regional campus misses their campus’s ordering period, they will need to obtain regalia and tickets from the Orlando campus before July 26. Sizes and quantities are not guaranteed.

Students from all other regional area campuses (not listed below) must pick up tickets at the Orlando campus.

Cocoa Campus
Cocoa Bookstore, Building 6
Hours: Monday - Wednesday 8:00 a.m. - 6:30 p.m., Thursday and Friday 8:00 a.m. – 8:00 p.m.
Phone: (321) 433-4290
Contact: Rachel Costa or Margaret Bodison
Daytona Beach Campus
UCF at Daytona State College
Business Services Office - Bldg.140 Room 105
Hours: Monday - Thursday 8:00 a.m. - 5:30 p.m., Friday, 8:00 a.m. – 12:00 p.m.
Phone: (386) 506-4073
Contact: Julie Dann

Ocala Campus
University Center
Building 41, Room 201
Hours: Monday - Thursday 8:00 a.m. - 6:00 p.m. Friday 8:00-12:00
Phone: (352) 854-2322 x1824
Contact: Susan Correddu

Palm Bay Campus
Palm Bay Bookstore, Building 3
Hours: Monday - Wednesday 8:00 a.m. - 6:30 p.m., Thursday and Friday 8:00 a.m. – 8:00 p.m.
Phone: (321) 952-4427
Contact: Rachel Costa or Melinda Cross

Rosen College of Hospitality Management
Students may pick up tickets at the Rosen College bookstore from July 22-25. Bookstore hours are
Monday – Thursday 9:00 a.m. - 3:00 p.m., closed Friday and Saturday.
Contact Sean Ellingham at (407) 903-8500 with questions.

What are the ticket distribution hours at the Barnes & Noble at UCF?

Monday - Friday 9:00 a.m. - 6:00 p.m.

How do graduates get extra tickets?
Extra tickets are not guaranteed. Graduates can enter to win a limited number of extra tickets. Log onto https://my.ucf.edu and follow this navigation: Student Self Service > “Other academic…,” choose “Commencement Ticket Lottery” and click on the >> button. Follow the instructions for applying for a maximum of 5 extra commencement tickets. Lottery results will be e-mailed to graduates’ Knights email addresses on July 30. From July 31 – August 1, winners of the extra ticket lottery can pick up their tickets at the Barnes & Noble at UCF near the CFE Arena during store hours. There will be a limit per lottery winner based on the availability of tickets. Lottery winners forfeit any tickets not picked up by 5:00 p.m. on August 1. The forfeited tickets will be available on a first-come, first-served basis at the CFE Arena box office prior to each commencement ceremony.

If graduates are unable to pick up tickets at the designated times and locations, how do they receive their tickets?
Graduation candidates who are unable to pick up tickets may designate a third party to do so. A letter authorizing UCF to release the tickets to the third party must be provided at the time of pick up. The letter must include the student’s name, PID number, college or ceremony, and the student’s signature and photo identification.
If a graduate misses the designated ticket pick-up opportunities, will there be tickets available at the CFE Arena on commencement day?

Most likely, no tickets will be available at the CFE Arena on commencement day. Guests who do not have tickets for the commencement ceremonies should report to the will-call ticket office at the CFE Arena Box Office two hours prior to the relevant ceremony. If tickets are available, they will be issued on a first-come, first-served basis. There will be a limit per graduate based on availability. If tickets are not available, these guests will be invited to view the ceremony at the simulcast locations in the UCF FAIRWINDS Alumni Center and at the Student Union. See map below.

What if a graduate has extra tickets?
On the day of the ceremony, extra tickets can be turned in to the will-call ticket box office at the CFE Arena starting two hours prior to the first ceremony time.
Helpful Tips for the Graduate

Some tips to help make your commencement more enjoyable!

- Graduates must file an Intent to Graduate form to apply for graduation. Renting a cap and gown without filing the Intent to Graduate form does not meet the requirements to apply for graduation, nor does renting a gown make students eligible to obtain commencement tickets and have their name printed in the commencement program.

- Graduates should be at the CFE Arena one hour and 15 minutes prior to their commencement ceremony.

- Graduates should keep in mind that travel to the CFE Arena may take longer than expected. The procession begins 20 minutes prior to the scheduled ceremony start time. Graduates who arrive after the procession begins will not be guaranteed a seat.

- Graduates should ensure that their guests have tickets for the correct commencement ceremony. Tickets are required for all guests, including children and infants.

- Graduation announcements are not tickets and cannot be used for admission.

- Extra tassels are available prior to the ceremony at the bookstore table in the CFE Arena and at the Barnes & Noble at UCF near the CFE Arena. See commencement day bookstore hours below.

  Saturday 7:00 a.m. - 6:00 p.m.

- Use of electronic devices is prohibited during the ceremony (cell phones, iPads, pagers, or two-way radios).

- Graduates must stay for the duration of the commencement ceremony.

- UCF is proud to be a smoke-free campus.

Graduates with special needs
Graduates who use a wheelchair, motorized scooter, service animal, white cane, sign language interpreter, or assistive listening devices, have hearing or visual impairments, or need more special accommodations should contact Brian Pate at (407) 823-5046, in advance, to make the special arrangements. For TDD/TTY calls please use the Florida Relay Service and phone 711.

Note: Wheelchairs are not provided by the CFE Arena. Graduates must bring their own.
Reader Card Information and Instructions

- Reader cards for bachelor’s and master’s degree graduates are available for pick up with official academic regalia and tickets at the Barnes & Noble at UCF near the CFE Arena from July 22-26, if regalia was ordered before June 15, or July 24-26, if regalia was ordered on or after June 15, during bookstore hours. Doctoral graduates will receive their reader cards upon arrival at the CFE Arena the day of their commencement ceremony and not when they pick up their regalia and tickets.

- Honor graduates should pick up a stamped reader card with academic regalia and tickets at the Barnes & Noble at UCF near the CFE Arena, July 22-26. Honor cords can be purchased from the Barnes & Noble at UCF near the CFE Arena.

- Bachelor’s and master’s degree graduates should remember to bring their reader card to the ceremony. Doctoral graduates will receive their reader cards upon arrival at the CFE Arena the day of their commencement ceremony.

- Extra reader cards are available prior to the ceremony at the Registrar’s table located inside the CFE Arena.

- It is important that each graduate fill out his or her address information on the back of the reader card. This is the address that will be used to send the proofs of photos taken at the ceremony by GradImages. The address listed is not associated with the diploma mailing. See page 7 for information related to diploma mailing.

- During individual recognition, graduates should hand their reader card to the announcer. The card is preprinted with the graduate’s college and name. If the graduate’s name is difficult to pronounce, the graduate should clearly print the phonetic pronunciation on the card. Graduates should be prepared to assist the announcer.

Example of reader card:

```
COLLEGE OF EDUCATION
JOHAN STEPHEN CALERO
Yo′-hahn Stee′-vin Kah-ler′-o
phonetic spelling of name
```
Graduate Processional, Individual Recognition, and Recessional Instructions

Graduate Processional
• Representatives from the Barnes & Noble at UCF will be available for assistance with official academic regalia inside the CFE Arena.
• Faculty marshals and university staff will direct line-up activities and will be available to assist graduates before and during each commencement ceremony.
• Baccalaureate degree candidates wear tassels on the right. Graduate degree candidates wear tassels on the left.
• Gentlemen are asked to remove their caps for the National Anthem.
• The university reserves the right to request that graduates change inappropriate attire before they will be allowed to participate in the commencement ceremony.

Individual Recognition
Throughout the ceremony, graduates will appear before family, friends, fellow graduates, and business and professional leaders from our community. Graduates should represent themselves and the university with dignity, decorum, and pride. The university reserves the right to ask anyone to leave the ceremony. Guests should refrain from bringing the following items into the CFE Arena: bottles, cans, containers, alcoholic beverages, noisemakers, air horns, laser pens, silly string, confetti, banners, signs, or posters. Professional photography is available the day of commencement by GradImages. Guests are prohibited from taking pictures on the floor and near the commencement stage. Thank you for helping us honor each and every graduate on this special day.

Recessional
Graduates will not be able to leave the ceremony early and should plan to meet their guests once the ceremony concludes. The recessional will be led by the platform party and faculty. Guests will exit on the main concourse level. After the ceremony guests are encouraged to meet their family, friends, and graduates at the Victory Knight statue in front of the UCF FAIRWINDS Alumni Center, located across the street from the CFE Arena. GradImages will be available for professional pictures following each commencement.
Information for Individuals with Disabilities

Accessible Parking at the CFE Arena
Those with state disability parking permits may park in Parking Garage D. Signs will be posted. The commencement parking map is on page 24 of this guide or can be downloaded on the Web at http://www.registrar.ucf.edu/commencement.

Access to the CFE Arena for Guests with Disabilities
Please plan to arrive at the CFE Arena at least one hour and 15 minutes prior to each ceremony. Plan to park on the first level of Parking Garage D. Wear comfortable shoes. Wheelchairs are not provided.

Accommodations for Guests with Hearing Impairments
A sign language interpreter and reserved seating will be provided at the commencement ceremony. Assistive listening system receivers are available at Guest Relations, located on the main concourse level at the CFE Arena. Personal identification must be submitted and will be held until the receiver is returned. Contact Brian Pate at (407) 823-5046 to arrange reserved seating.

Accommodations for Guests with Mobility Impairments
Guests using wheelchairs and those unable to use stairs should use the main entrance of the CFE Arena. An elevator is located on the west side (to the left upon entering through the main door) of the lobby. Posted signs and university staff will direct the guest and one companion to an accessible seating section in the CFE Arena. Wheelchairs are not provided by the Arena.

Accommodations for Guests with Vision Impairments
Reserved seating will be provided at the commencement ceremony. Contact Brian Pate at (407) 823-5046 to arrange reserved seating.

Accommodations for Graduates with Disabilities
Graduates who use a wheelchair, motorized scooter, service animal, white cane, sign language interpreter, or assistive listening devices, have hearing or visual impairments, or need special accommodations should contact Brian Pate at (407) 823-5046, in advance, to make special arrangements. For TDD/TTY calls please use the Florida Relay Service and phone 711.

Note: Wheelchairs are not provided by the CFE Arena. Graduates must bring their own.
Information to Share with Your Guests

- Information about UCF’s Commencement is available online at http://www.registrar.ucf.edu/commencement.

- Guests should keep in mind that travel to the CFE Arena may take longer than expected.

- To avoid traffic from earlier ceremonies, guests should plan to arrive approximately one hour and 15 minutes prior to the ceremony.

- Free parking is available in the parking garages surrounding the CFE Arena. Parking for guests with mobility impairments is available in Parking Garage D. Wheelchairs are not provided for guests with mobility impairments. Guests must provide their own.

- Early arrivals will have the best choice of seating. Doors open 90 minutes prior to each ceremony.

- Guests interested in sitting together should arrive together.

- Tickets to commencement at the CFE Arena are required for all guests, including infants and children.

- Guests who do not have tickets for CFE Arena seating will have the opportunity to view a live telecast of the ceremony at the UCF FAIRWINDS Alumni Center, located across the street from the CFE Arena, and at the Student Union. See map on page 14 for simulcast locations.

- Most guest seating is general admission. Some seating is reserved for platform party guests and doctoral families who are contacted in advance by the university.

- First Aid is located in the main concourse level of the CFE Arena. Paramedics will be available on-site throughout the ceremony.

- Graduation Day Flowers will offer bouquets and leis for sale during commencement. To preorder at a discount, please visit www.graduationdayflowers.com. Orders can be picked up at the CFE Arena before and/or during each ceremony, but can only be given to graduates after the ceremony. Vases are not permitted inside the CFE Arena, but may be purchased after the ceremony.

- Lost and Found is located at the CFE Arena Guest Relations office on the main concourse level.

- UCF is proud to be a smoke-free campus.
CFE Arena Policies

*CFE Arena policies are designed to ensure the safety and comfort of all UCF graduates and their guests. A security check will be conducted for all guests and graduates entering the arena. Patience during this process is appreciated.*

Tickets are required for admittance to the CFE Arena. Once admitted, guests are not permitted to exit and re-enter and may not access the graduate line-up, graduate processional, and graduate seating areas.

To maintain the dignity of this formal occasion, the following items are **NOT** permitted inside the CFE Arena: bottles, cans, containers, vases, alcoholic beverages, noisemakers, air horns, laser pens, silly string, confetti, banners, signs, or posters.

Baby strollers and balloons are **NOT** permitted in seating areas but can be checked at the CFE Arena’s main lobby prior to the ceremony.

Flowers are permitted inside the CFE Arena, but may not be given to graduates prior to or during the ceremony. To pre-order at a discount, please visit [www.graduationdayflowers.com](http://www.graduationdayflowers.com). Vases are not permitted inside the CFE Arena, but they may be purchased after the ceremony.

UCF is proud to be a smoke-free campus.

Pagers, two-way radios, and cell phones are permitted, but they must be turned off upon entering the CFE Arena.

Wheelchairs are welcome inside the Arena, but guests and graduates must provide their own. **Wheelchairs are not provided by the Arena.**

**Photography and Recording Equipment**
The University of Central Florida has arranged for GradImages to take professional pictures of all graduates as they cross the stage during the ceremony. After the ceremony, photographers will be available outside the CFE Arena and in front of the UCF FAIRWINDS Alumni Center for individual and family photos. Graduates will be contacted at a later date with purchasing information, but are under no obligation to purchase photos. See page 27 for more information.

While cameras and video recording equipment are permitted, guests are required to photograph or videotape from their seats only and must not obstruct the view of others.
### Important Phone Numbers

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>UCF Information Center</strong></td>
<td>(407) 823-2000</td>
</tr>
<tr>
<td>This is a general information number for the University of Central Florida.</td>
<td></td>
</tr>
<tr>
<td><strong>Registrar’s Office</strong></td>
<td>(407) 823-3100</td>
</tr>
<tr>
<td>Students may call this number with inquiries about the status of their application for graduation and for instructions on how to change an address for diploma mailing. Website is <a href="http://www.registrar.ucf.edu">http://www.registrar.ucf.edu</a>.</td>
<td></td>
</tr>
<tr>
<td><strong>Information for Graduates with Disabilities</strong></td>
<td>(407) 823-5046</td>
</tr>
<tr>
<td><strong>Florida Relay Service TDD</strong></td>
<td>(800) 955-8771</td>
</tr>
<tr>
<td><strong>CFE Arena</strong></td>
<td>(407) 823-3070</td>
</tr>
<tr>
<td>Guests and graduates may call this number for guest and mobility impairment seating information.</td>
<td></td>
</tr>
<tr>
<td><strong>Barnes &amp; Noble at UCF</strong></td>
<td>(407) 882-0364</td>
</tr>
<tr>
<td>Graduates may call this number for official cap and gown information and graduation announcements.</td>
<td></td>
</tr>
<tr>
<td><strong>University Police</strong></td>
<td>(407) 823-5555</td>
</tr>
<tr>
<td>Graduates and their guests may call this number in case of emergency or if they are in need of vehicle assistance.</td>
<td></td>
</tr>
<tr>
<td><strong>Constituent Relations</strong></td>
<td>(407) 823-3802</td>
</tr>
<tr>
<td>Doctoral and top honor graduates may call this number to arrange pick-up of reserved seating tickets and doctoral ceremony tickets.</td>
<td></td>
</tr>
<tr>
<td><strong>Master’s and Doctoral Graduates</strong></td>
<td>(407) 823-2766</td>
</tr>
<tr>
<td>Graduates may call this number for additional information regarding graduation.</td>
<td></td>
</tr>
<tr>
<td><strong>Top Honor Graduates</strong></td>
<td>(407) 823-2842</td>
</tr>
<tr>
<td>Graduates may call this number for additional information regarding graduation. The Registrar’s Office will notify top honor graduates by mail.</td>
<td></td>
</tr>
<tr>
<td><strong>UCF Alumni Association</strong></td>
<td>(407) 823-2586 or (800) 330-2586</td>
</tr>
<tr>
<td>Graduates may call these numbers for additional information regarding the simulcast.</td>
<td></td>
</tr>
</tbody>
</table>
Directions to the CFE Arena

From Miami, Ft. Lauderdale, West Palm Beach, Melbourne, and Southeast Florida:

- I-95 to SR 50 (Colonial Dr.) West
- Stay on SR 50 (Colonial Dr.), approx. 15 Miles
- Right on SR 434 (Alafaya Trail), approx. 3.0 Miles
- Right on University Blvd.
- Right on Gemini Blvd., follow road around to the CFE Arena on the right, approx. 1.0 Mile

From Tampa, Lakeland, St. Petersburg, Clearwater, International Drive, Universal Studios, Walt Disney World, and SeaWorld:

- I-4 East to Toll Road 408 (East-West Expressway)
- Toll Road 408 (East-West Expressway) to SR 417 (Greeneway) North Toll Road
- Exit on University Blvd. East, follow road past SR 434 (Alafaya Trail) intersection into campus, approx. 2.7 Miles
- Right on Gemini Blvd, follow road around to CFE Arena on the right, approx. 1.0 Mile

From Tallahassee, Pensacola, Panama City, and Northwest Florida:

- I-10 East to I-75 South
- I-75 South to Toll Road Florida Turnpike South
- Exit turnpike at Toll Road 408 (East-West Expressway)
- Take East-West Expressway to Toll Road SR 417 (Greeneway) North
- Exit on University Blvd. East, follow road past SR 434 (Alafaya Trail) intersection into campus, approx. 2.7 Miles
- Right on Gemini Blvd, follow road around to CFE Arena on the right, approx. 1.0 Mile
Directions to the CFE Arena

From Downtown Orlando:

- East on Toll Road SR 408 (East-West Expressway)
- Take Toll Road SR 417 (Greeneway) North toward Sanford, approx. 4 Miles
- Exit on University Blvd. East, follow road past SR 434 (Alafaya Trail) intersection into campus, approx. 2.7 Miles
- Right on Gemini Blvd, follow road around to CFE Arena on the right, approx. 1.0 Mile

From Orlando International Airport:

- SR 528 (Beeline Expressway) East to SR 417 (Greeneway) North (Both Toll Roads)
- Exit on University Blvd. East, follow road past SR 434 (Alafaya Trail) intersection into campus, approx. 2.7 Miles
- Right on Gemini Blvd, follow road around to CFE Arena on the right, approx. 1.0 Mile

From Jacksonville, St. Augustine, Daytona Beach, and Northeast Florida:

- I-95 South to SR 50 (Colonial Dr.) West
- Stay on SR 50 (Colonial Dr.), approx. 15 Miles
- Right on SR 434 (Alafaya Trail), approx. 2.0 Miles
- Right on University Blvd
- Right on Gemini Blvd, follow road around to CFE Arena on the right, approx. 1.0 Mile
Hotel Accommodations

See below for a list of UCF area hotels. Reservations should be made directly with the hotel. Some hotels may offer special discounts/rates for guests attending the UCF commencement.

**Holiday Inn Orlando UCF**
12125 High Tech Ave.
Orlando, FL 32817
(407) 275-9000
(800) 465-4329

**Homewood Suites by Hilton**
3028 N Alafaya Trail
Orlando, FL 32826
(407) 282-0067
(800) 445-8667

**Radisson Hotel Orlando UCF**
1724 Alafaya Trail
Orlando, FL 32826
(407) 658-9008
(800) 333-3333

**Comfort Suites UCF Research Park**
12101 Challenger Pkwy.
Orlando, FL 32826
(407) 737-7303
(800) 228-5150

**Courtyard by Marriott/UCF**
12000 Collegiate Way
Orlando, FL 32817
(407) 277-7676
(800) 321-2211

**Days Inn & Suites UCF**
11639 E. Colonial Dr.
Orlando, FL 32817
(407) 282-2777
(800) 329-7466

**Hampton Inn & Suites UCF**
3450 Quadrangle Blvd.
Orlando, FL 32817
(407) 282-0029
(800) 426-7866

**Hilton Garden Inn Orlando East UCF**
1959 N. Alafaya Trail
Orlando, FL 32826
(407) 992-5000
(800) 445-8667

**La Quinta Inn**
11805 Research Pkwy.
Orlando, FL 32826
(407) 737-6075
(800) 531-5900

**Hampton Inn & Suites/UCF**
3450 Quadrangle Blvd.
Orlando, FL 32817
(407) 282-0029
(800) 426-7866

**Hilton Garden Inn Orlando East UCF**
1959 N. Alafaya Trail
Orlando, FL 32826
(407) 992-5000
(800) 445-8667

**La Quinta Inn**
11805 Research Pkwy.
Orlando, FL 32826
(407) 737-6075
(800) 531-5900

**Orlando Airport/Double Tree by Hilton**
5555 Hazeltine National Drive
Orlando, FL 32812
(407) 856-0100

**Residence Inn Orlando East/UCF**
11651 University Blvd.
Orlando, FL 32817
(407) 243-6100

**Towne Place Suites Orlando**
11801 High Tech Ave.
Orlando, FL 32817
(407) 243-6100
(800) 257-3000
CONGRATULATIONS!

The UCF Bookstores congratulate the graduating class for their hard work and dedication.

The UCF Bookstores have alumni merchandise, UCF memorabilia, glasswear, diploma frames, gifts and so much more to make graduation special.

BARNES & NOBLE
b&ncollege

Two Locations to Serve You:

UCF Bookstore
Located in the John T. Washington Center
(407) 823-2665
(407) UCF-BOOK

Barnes & Noble @ UCF
4000 Central Florida Blvd, RS #2, BLDG 132
Orlando, Fl. 32816
(407) 882-0364
Located next to the UCF Arena

Can’t make it to the store? Order online!
www.shopucf.com

All gowns, hoods, and tams are RENTALS and must be returned to the Barnes & Noble @UCF, next to the Arena, by 5:00 pm the day of your ceremony.
Items returned after the deadline will be charged the full purchase price and a late fee to the account on file.
ATTENTION GRADUATES

Four photos will be taken of every graduate at your upcoming commencement ceremony. In order to receive digital proofs within 24 hours, please provide us with a valid email address on your commencement reader card. Paper proofs will be mailed approximately 1–3 days after the ceremony. GradImages®—the fastest, most accurate and convenient commencement photography service.

Further Information & Frequently Asked Questions

Congratulations on your achievement! We are excited to be the official photographer for your ceremony. Below please find some answers to frequently asked questions regarding what to expect from GradImages® at graduation.

Do I need to sign up for my photo to be taken at graduation?

We will photograph each and every graduate at your upcoming ceremony. No appointments are necessary. Up to four photographs may be taken of you as you cross the stage and exit the stage area.

How do you know where to send my proofs?

Prior to the ceremony you will be asked to fill out your name and email address on a photo card. In some cases this card is also used to call your name from as you cross the stage. Our company has never and will not sell or share the address/email information provided to us to any other vendor.

When can I expect to see my proofs?

You can expect to have proofs emailed to you within 24 hours of your ceremony if we receive your email address on the card you complete at or prior to the ceremony. Proofs are also mailed to all graduates with a complete mailing address at that same time via US Mail.

Is there any obligation to order?

There is no obligation to order your graduation photographs. The school provides this photography service to you through GradImages®. If you decide that you are not interested, you can opt out of our email service upon viewing your proofs.

How do I order once I view my proofs?

You can order directly from our website once your customer number has been provided to you via email or proofs received through the mail. Orders can be placed online at www.gradimages.com, by phone at 1.800.261.2576, or by postal mail.
Congratulations Graduate!

Enhance your education with the College of Graduate Studies in one of our over 200 Doctoral, Masters, Specialist and Certificate programs.

Visit us at:
www.graduate.ucf.edu
Rent your custom UCF Cap and Gown and purchase your UCF College Ring and Announcements only at the UCF Barnes & Noble Bookstore

- Official Regalia
- Superior Quality Announcements
- The rental includes a gift from the UCF Alumni Association

For ordering dates and other important graduation information, please visit: www.registrar.sdes.ucf.edu/commencement

Can’t make it to the store? Order online: www.herffjones.com/college/ucf
Get your Alumni keycard and keychain when you pick up your Cap & Gown so you can get involved with Alumni Chapters, get discounts, network and have some fun!

GRADUATION CAP & GOWN RENTALS

Cap & Gown Distribution & Final Order Event:
July 22-26 9 a.m. to 6 p.m.

B&N@UCF bookstore - near the arena, main campus

CAP & GOWN QUESTIONS?
CALL 407.882.0365

ALUMNI BENEFITS
- Restaurant discounts
- Logo merchandise discounts
- Rec & Wellness Center discounts
- Career Services
- Connect & Follow us on Facebook, LinkedIn & Twitter
- Fun events
- And much more

UCF ALUMNI

Call today!
We are your Knights Network!
www.ucfalumni.com
407-UCF.ALUM
(407-823.2586)
Fall 2013 Career Expo
October 3, 2013
10:00 a.m. - 3:00 p.m.
CFE Arena

Visit www.career.ucf.edu for updated information on this event.
KnightLink: Link to hundreds of jobs and employers online!
Career Services Experiential Learning Building
(Building 140, next to Alumni Center)
(407) 823-2361
career@ucf.edu
www.career.ucf.edu
Commencement Committee

Dr. Ross Hinkle, Interim Vice Provost and Dean, College of Graduate Studies

Mr. Brian Boyd, University Registrar

Dr. Maribeth Ehasz, Vice President, Student Development and Enrollment Services

Dr. Tony Waldrop, Provost and Executive Vice President

Mr. Tom Messina, Associate VP Administration Alumni Relations/Alumni Association

Ms. Glenna Oro, Assistant Vice President, Constituent Relations

Ms. Ana Petkov, Director, Constituent Relations

Dr. Rick Schell, Vice President and Chief of Staff

Ms. Amy Swinford, Senior Administrative Assistant, Office of the President

Mr. Paul Viau, Associate University Registrar

Commencement Guide Editors

Mr. Joe Adams  Ms. Tina Bott
Mr. Brian Boyd  Ms. Dore Carter
Ms. Carla Cordoba  Ms. Elsa Nieves
Ms. Shannon O’Donoghue  Ms. Glenna Oro
Ms. Ana Petkov  Ms. Shana Roen
Mr. Paul Viau  Ms. Jennifer Wharton